

OCEAN VIEW SCHOOL DISTRICT
AGENDA



**REGULAR MEETING OF THE
BOARD OF TRUSTEES**

OCTOBER 4, 2011

**Ocean View School District
17200 Pinehurst Lane
Huntington Beach, CA 92647
(714) 847-2551**

BOARD OF TRUSTEES

**Debbie Cotton, Board President
Tracy Pellman, Board Clerk
John Briscoe, Trustee
John Ortiz, Trustee
Norm Westwell, Trustee**

**William V. Loose, Ed.D.
Superintendent**

MISSION STATEMENT

The mission of the Ocean View School District is to provide ALL our students with a high-quality educational program which:

- Meets their individual intellectual, social, emotional, and physical health needs;**
- Creates a school environment that will best promote learning necessary for each student to acquire maximum knowledge and experience; and**
- Fosters in each student a feeling of personal worth and a philosophy that encompasses worthy moral and ethical values, and sustains a growing awareness of our interdependence with society and the environment.**

VISION STATEMENT

Ocean View School District will endeavor to develop an educational and cultural climate that fosters imagination, innovation, and creativity as hallmarks of 21st century skills that Ocean View students of today will need as successful adults of tomorrow.

To All Parents, District Residents, and Guests:

The Board of Trustees and the Superintendent welcome you to this meeting and hope that you will return often. Also, as a courtesy, please be sure your cell phone is turned off during all Board of Trustees' meetings. Your presence assures us of continuing community interest in Ocean View's schools.

The members of the Board of Trustees are locally elected officials who serve four-year terms of office and are responsible for the District's kindergarten through eighth grade educational program. Board of Trustees are required to conduct programs in the schools in accordance with the State of California Constitution, the California Education Code, other school-related laws enacted by the legislature, and policies and procedures which this Board of Trustees' adopts.

The agenda and its extensive background material are studied by each member of the Board of Trustees and the agenda package is provided to them at least 72 hours before each meeting. Board of Trustees can call Ocean View School District's Superintendent for clarification of any item. These procedures enable the Board of Trustees to act more effectively on agenda items.

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the District's Board of Trustees, please contact the office of the District Superintendent at (714) 847-2551. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the District shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability. Audio tape recording is made at each Board of Trustees meeting.

If you wish to address the Board of Trustees:

Requests from the Audience to Speak

1. Members of the community and employees wishing to speak to an issue shall first fill out the "Ocean View School District Oral Communications to the Board" form and submit it to the Board's Recording Secretary prior to the start of open session. Due to time constraints, speakers must limit the total of their remarks to three (3) minutes.
2. If the speaker turns in the request to address the Board of Trustees form after the start of open session, the speaker will have an opportunity to speak during "Any Other Public Communications to the Board of Trustees" prior to the close of the meeting.

Legally the Board of Trustees may discuss, but not take action, on topics brought up under this section of the agenda. The Board may refer items to the administration for follow-up or place topics on a future Board agenda.

Closed Session

In accordance with Government Code Section 54957, the Board may recess to closed session to discuss matters considered inadvisable to discuss in a public meeting.

Ocean View School District

Regular Board Meeting

October 04, 2011

Tuesday, 07:00 PM

17200 Pinehurst Lane

Huntington Beach, California 92647

7:00 P.M. - OPEN SESSION

A. CALL TO ORDER

B. ROLL CALL

C. AGENDA ADOPTION

1. Regular Board of Trustees' Meeting of October 4, 2011 - Agenda Adoption

(?)

D. CLOSED SESSION

E. REPORT OF ACTION/CLOSED SESSION

F. PLEDGE OF ALLEGIANCE

G. INTRODUCTIONS

H. MINUTES

1. Regular Board of Trustees' Meeting, September 20, 2011 (?)

I. TIME CERTAIN

1. 7:05 p.m. **SPARKLE VIEW AWARD PRESENTATION** - William V. Loose, Ed.D., Superintendent, will present the September Sparkle View Award to Mesa View Middle School's Custodial Staff: Head Custodian Allen Garcia Ortiz; Night Custodians Felipe Galvan and Richard Beaumont; and long-term substitute custodian Gabriel Santos.

2. 7:15 p.m. **MAKING A DIFFERENCE AWARD PRESENTATION:** Spring View Middle School - Jason Blade, Principal, Spring View Middle School, will make a brief presentation, highlighting focus areas for the 2011-2012 school year in meeting student needs at Spring View Middle School. Following his presentation, Dr. Loose will present a "Making a Difference" Award to Spring View Middle School and Staff for their successful efforts in making a difference as they meet the academic needs of Spring View students.

3. 7:25 p.m. **SPRING VIEW CHOIR PRESENTATION:** The Spring View Choir will perform a short medley of Disney favorites, including "Under the Sea," "A Friend Like Me," and "Beauty and the Beast."

J. PUBLIC COMMENTS

1. At this time, members of the public may address the Board of Trustees regarding a matter of public interest not appearing on the agenda. No action may be taken on comments of off-agenda items unless specifically authorized by law. In order to address the Board of Trustees, a speaker shall complete and turn in a Blue Card to the Board's Recording Secretary prior to the start of the Board meeting. If the Blue Card is turned in after the start of Open Session, the speaker will have the opportunity to speak during "Any Other Public Communications To The Board of Trustees" later in the meeting. If the speaker wishes to address the Board of Trustees on an item on the agenda, time will be provided at the commencement of that item. Comments shall be limited to three minutes per person.

K. COMMUNICATIONS

- 1. Board Reports**
- 2. Trustees' Communications**
- 3. Superintendent's Communication**
- 4. PTA/PTO/PTSA/PTSO Presidents' Roundtable**
- 5. Employee Associations' Communication (CSEA, OVTA)**

L. REPORTS

- 1. AGENDAONLINE TUTORIAL: A brief tutorial will be presented to explain the features of the new online Agenda program.**
- 2. ENROLLMENT UPDATE: William V. Loose, Ed.D., Superintendent, along with other administrative staff members, will present updated information regarding District enrollment.**

M. CONSENT CALENDAR

- 1. CERTIFICATED EMPLOYEE PERSONNEL ACTIVITY LIST - SEPTEMBER 13, 2011, THROUGH SEPTEMBER 26, 2011 (M) (C)**
- 2. CLASSIFIED EMPLOYEE PERSONNEL ACTIVITY LIST - SEPTEMBER 20, 2011, THROUGH OCTOBER 4, 2011 (M) (C)**
- 3. PURCHASE ORDERS FOR ALL FUNDS FROM SEPTEMBER 9, 2011, THROUGH SEPTEMBER, 22, 2011 (M) (C)**
- 4. SCHOOL DISTRICT CHECK REGISTERS FOR GENERAL, CHILD CARE, FOOD SERVICE, CAPITAL FACILITIES, CAPITAL FACILITIES AGENCY, AND SPECIAL RESERVE/C.O.P. FUNDS FROM SEPTEMBER 9, 2011, THROUGH SEPTEMBER 22, 2011 (M) (C)**

5. RATIFICATION OF AGREEMENT BETWEEN OCEAN VIEW SCHOOL DISTRICT AND ORANGE COUNTY SUPERINTENDENT OF SCHOOLS - SCHOOL READINESS INITIATIVE GRANT, 2011-2012 (M) (C)

6. RATIFICATION OF AGREEMENT WITH YMCA OF ORANGE COUNTY WEST COUNTY FAMILY SPORTS PROGRAM AT VISTA VIEW MIDDLE SCHOOL (M) (C)

N. OLD BUSINESS

O. NEW BUSINESS

1. GIFTS TO DISTRICT (ACTION) (M)

2. CALIFORNIA PUBLIC RECORDS ACT (CPRA) REQUESTS – QUARTERLY REPORT – JULY 1, 2011, THROUGH SEPTEMBER 30, 2011 (INFORMATION)

3. QUARTERLY REPORT ON WILLIAMS UNIFORM COMPLAINTS (EDUCATION CODE SECTION 35186) - October 2011 (INFORMATION)

4. PERSONNEL COMMISSIONER – OCEAN VIEW SCHOOL DISTRICT BOARD APPOINTEE (INFORMATION)

5. PUBLIC HEARING – RESOLUTION NO. 14:1112 INSTRUCTIONAL MATERIALS FUNDING REALIGNMENT PROGRAM (IMFRP) – FY 2011-2012 (PUBLIC HEARING)

6. RESOLUTION NO. 14:1112 INSTRUCTIONAL MATERIALS FUNDING REALIGNMENT PROGRAM (IMFRP) – FY 2011-2012 (ACTION) (M)

7. RESOLUTION NO. 17:1112 - LAYOFF BY REDUCTION IN HOURS FOR CLASSIFIED EMPLOYEES DUE TO LACK OF WORK AND/OR LACK OF FUNDS (ACTION) (M)

P. ANY OTHER PUBLIC COMMUNICATIONS TO THE BOARD OF TRUSTEES

Q. BOARD OF TRUSTEES ROUNDTABLE

R. CLOSED SESSION

S. REPORT OF ACTION/CLOSED SESSION

T. ADJOURNMENT

The next Regular Board of Trustees meeting is October 18, 2011, 7:00 p.m., District Board Room, 17200 Pinehurst Lane, Huntington Beach, CA 92647

A copy of the Board of Trustees' meeting agenda is posted on the District's web site - www.ovsd.org prior to the close of business on the Friday preceding the meeting. A copy of the agenda and supporting materials are available for review or purchase at the District Office.

Individuals with disabilities in need of copies of the agenda and/or the agenda packet or in need of auxiliary aides and services may request assistance by contacting the Superintendent's Office at 714-847-2551.

*Supporting information provided to the Board of Trustees under separate cover.



"Equity and
Excellence"

Ocean View School District

17200 Pinehurst Lane
Huntington Beach
California 92647-5569
714.847.2551
Fax: 714.847.1430
Web: www.ovsd.org

Superintendent
William V. Loose, Ed.D.

Board of Trustees
Debbie Cotton, President
Tracy Pellman, Clerk
John Briscoe, Member
John Ortiz, Member
Norm Westwell, Member

UNADOPTED

OCEAN VIEW SCHOOL DISTRICT MINUTES – REGULAR BOARD OF TRUSTEES' MEETING SEPTEMBER 20, 2011

- A. CALL TO ORDER:** The Regular Meeting of the Ocean View School District Board of Trustees was called to order by Debbie Cotton, President, Board of Trustees, at 6:00 p.m.
- B. ROLL CALL:** Members Present: Trustees John Briscoe, John Ortiz, Norm Westwell, and Debbie Cotton. Trustee Tracy Pellman arrived at 6:17 p.m.
- C. AGENDA ADOPTION:** MOTION by Trustee Westwell, seconded by Trustee Ortiz, and carried by a vote of 4:0 to adopt the Agenda of the Regular Board of Trustees' meeting of September 20, 2011, as presented.
- D. CLOSED SESSION:** MOTION by Trustee Briscoe, seconded by Trustee Ortiz, and carried by a vote of 4:0 to move to Closed Session at 6:02 p.m.

The Board of Trustees met in Closed Session from 6:10 p.m. to 6:54 p.m.

- D-1** Government Code Section 54956.9: Conference with Legal Counsel – Existing litigation pursuant to subdivision (a) of Government Code Section 54956.9.
1. Case No. 06CC000113
 2. JAMS Reference No. 1200042880

Open Session reconvened at 7:02 p.m., with Trustees Briscoe, Ortiz, Pellman, Westwell, and Cotton in attendance.

E. REPORT OF ACTION/CLOSED SESSION

MOTION by Trustee Pellman, seconded by Trustee Briscoe, and carried by a vote of 5:0 to issue CCP §998 offer to SCS, Inc., in Orange County Superior Court Case No. 06CC000113, in the amount of \$1,750,000.00.

MOTION by Trustee Pellman, seconded by Trustee Westwell, and carried by a vote of 5:0 to delegate signing authority on current settlements with ASR, DEB, Sinak, and SCS in Orange County Superior Court Case No. 06CC000113, to William V. Loose, Ed.D., Superintendent.

- F. PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was led by President Cotton.
- G. INTRODUCTIONS:** Dr. Loose introduced Mike Rossi, the new Consultant for Human Resources. New Principals Laura Dale-Pash (Oak View) and Carrie Haskin (Hope View) were also recognized.

H. MINUTES:

- H-1 MOTION by Trustee Westwell, seconded by Trustee Briscoe, and carried by a vote of 5:0 to approve the Minutes of the September 6, 2011, Special Board of Trustees' meeting.
- H-2 MOTION by Trustee Briscoe, seconded by Trustee Ortiz, and carried by a vote of 5:0 to approve the Minutes of the September 13, 2011, Regular Board of Trustees' meeting.

I. TIME CERTAIN:

William V. Loose, Ed.D., Superintendent, and Debbie Cotton, Board President, presented a Plaque and Certificates of Recognition to members of the Ocean View Little League Team in honor and recognition of their 2011 Little League World Championship.

Dr. Loose honored the following school sites for their notable accomplishments:

Improving Attendance Award: College View School; Harbour View School; Hope View School; Marine View Middle School; Mesa View Middle School; Village View School

Energy Conservation Award: Oak View School; Spring View Middle School

Highest Attendance Award: Star View School

J. PUBLIC COMMENTS:

John Briscoe, community member, shared an invocation.

K. COMMUNICATIONS:

K-1 Board Reports: None

K-2 Trustees' Communications:

Trustee Briscoe:

- Noted he will not be voting in favor of the Consent Calendar because of issues with legal billings contained therein;
- Requested staff investigate a possible unsafe electrical outlet in a Special Education classroom at Village View School;
- Asked to see the SHAPE curriculum that is currently used at school sites;
- Requested reconsideration be given to reinstating Districtwide recognition of individual students with perfect school attendance at the K-5, 6-8, and K-8 levels;
- Shared information regarding the free Orange County Children's Book Festival to be held on October 2, 2011, at Orange Coast College, and referenced bookmarks advertising the event that will be provided to all Ocean View students from the Kiwanis Club.

Trustee Ortiz:

- Congratulated Ocean View Little League on winning the 2011 Little League World Championship;
- Attended funeral service for Trustee Pellman's father.

K. COMMUNICATIONS: (continued)**K-2 Trustees' Communications: (continued)****Trustee Westwell:**

- Welcomed everyone back to the new school year;
- Commended staff and students for the efficient handling of a recent incident at Spring View Middle School.

Trustee Pellman:

- Congratulated the Ocean View Little League World Champions;
- Thanked everyone for their support during the recent passing of her father.

Trustee Cotton:

- Attended Facilities Planning Advisory Committee (FPAC) meeting;
- Attended depositions regarding gymnasium litigation;
- Attended Community Budget Advisory Committee (CBAC) meeting;
- Attended Special Board Meeting involving *AgendaOnline* training;
- Attended Patriot Day celebration at Circle View;
- Commended all staff on the smooth handling of first day of school issues;
- Asked fellow Board members to consider moving the November 1, 2011, Board meeting to November 2, 2011, as the current date conflicts with the Teacher of the Year Banquet;
- Advised Trustee Briscoe that perfect student attendance is recognized at the K-5 and 6-8 grade levels.

K-3 Superintendent's Communications:

- Reported on the continuing work done at the FPAC meetings, including a community survey currently being conducted and upcoming town hall meetings;
- Attended various Back-to-School nights and invited Board members to attend as well;
- Thanked all staff for their hard work in ensuring a smooth opening of school.

K-4 PTA/PTO/PTSA/PTSO Presidents' Roundtable Update: Resumes in October.**K-5 Employee Associations' Communication:**

- California School Employees' Association: None.
- Ocean View Teachers' Association: None.

L. REPORTS: None.**M. CONSENT CALENDAR:****ADMINISTRATIVE SERVICES**

M-1 PURCHASE ORDERS FOR ALL FUNDS FROM AUGUST 26, 2011, THROUGH SEPTEMBER 8, 2011: MOTION by Trustee Pellman, seconded by Trustee Ortiz, and carried by a vote of 4:1 (Trustee Briscoe dissenting) to approve Purchase Orders for All Funds from August 26, 2011, through September 8, 2011.

M-2 SCHOOL DISTRICT CHECK REGISTERS FROM AUGUST 26, 2011, THROUGH SEPTEMBER 8, 2011: MOTION by Trustee Pellman, seconded by Trustee Ortiz, and carried by a vote of 4:1 (Trustee Briscoe dissenting) to approve the School District Check Registers from August 26, 2011, through September 8, 2011.

M. CONSENT CALENDAR: (continued)**ADMINISTRATIVE SERVICES (continued)**

M-3 FILE NOTICE OF COMPLETION: CIRCLE VIEW ADA RESTROOM MODIFICATION (BID PACKAGE NO. 02:1011): MOTION by Trustee Pellman, seconded by Trustee Ortiz, and carried by a vote of 4:1 (Trustee Briscoe dissenting) to approve to File Notice of Completion: Circle View ADA Restroom Modification (Bid Package No. 02:1011).

HUMAN RESOURCES

M-4 CERTIFICATED EMPLOYEE PERSONNEL ACTIVITY LIST – AUGUST 31, 2011, THROUGH SEPTEMBER 12, 2011: MOTION by Trustee Pellman, seconded by Trustee Ortiz, and carried by a vote of 4:1 (Trustee Briscoe dissenting) to approve the Certificated Employee Personnel Activity List – August 31, 2011, through September 12, 2011.

M-5 CLASSIFIED EMPLOYEE PERSONNEL ACTIVITY LIST – SEPTEMBER 6, 2011, THROUGH SEPTEMBER 20, 2011: MOTION by Trustee Pellman, seconded by Trustee Ortiz, and carried by a vote of 4:1 (Trustee Briscoe dissenting) to approve the Classified Employee Personnel Activity List – September 6, 2011, through September 20, 2011.

STUDENT SERVICES

M-6 AGREEMENTS FOR NON-PUBLIC SCHOOL/NON-PUBLIC AGENCY PLACEMENTS OF SPECIAL EDUCATION STUDENTS AS DETERMINED BY INDIVIDUALIZED EDUCATION PROGRAMS (IEPS): MOTION by Trustee Pellman, seconded by Trustee Ortiz, and carried by a vote of 4:1 (Trustee Briscoe dissenting) to approve the Agreements for Non-Public School/Non-Public Agency Placements of Special Education Students as Determined by Individualized Education Programs (IEPs); authorize the West Orange County Consortium for Special Education to receive invoices and process payment; and authorize William V. Loose, Ed.D., Superintendent, to execute all necessary documents.

M-7 REIMBURSEMENT OF CHARGES FOR TRANSPORTATION OF STUDENTS TO AND FROM SCHOOL DURING THE 2011-2012 SCHOOL YEAR AS REQUIRED BY THE MCKINNEY-VENTO ACT: MOTION by Trustee Pellman, seconded by Trustee Ortiz, and carried by a vote of 4:1 (Trustee Briscoe dissenting) to approve the Reimbursement of Charges for Transportation of Students To and From School During the 2011-2012 School Year as Required by the McKinney-Vento Act, and authorize William V. Loose, Ed.D., Superintendent, to sign all necessary documents.

M-8 RENEWAL OF AGREEMENT FOR INTERN COUNSELOR SERVICES, 2011-2012 – OUTREACH CONCERN, INC.: MOTION by Trustee Pellman, seconded by Trustee Ortiz, and carried by a vote of 4:1 (Trustee Briscoe dissenting) to approve the Renewal of Agreement for Intern Counselor Services, 2011-2012 – Outreach Concern, Inc., and authorize William V. Loose, Ed.D., Superintendent, to sign the necessary documents.

M-9 RENEWAL OF CONTRACT AGREEMENT WITH EXPRESSIONS SPEECH-LANGUAGE SERVICES, INC.: MOTION by Trustee Pellman, seconded by Trustee Ortiz, and carried by a vote of 4:1 (Trustee Briscoe dissenting) to approve Renewal of Contract Agreement with Expressions Speech-Language Services, Inc., and authorize William V. Loose, Ed.D., Superintendent, to sign the Agreement.

N. OLD BUSINESS:**ADMINISTRATIVE SERVICES**

N-1 RECOMMENDATION TO HIRE APPRAISER FOR ANALYSIS OF FOUR DISTRICT SITES: Mark A. Schiel, Assistant Superintendent, Administrative Services, made a brief presentation and responded to questions from the Board of Trustees. After discussion, the Board directed staff to inform the FPAC members that the Board of Trustees did not wish to pursue hiring an appraiser at this time.

O. NEW BUSINESS:**GENERAL FUNCTIONS**

O-1 GIFTS TO DISTRICT: MOTION by Trustee Pellman, seconded by Trustee Westwell, and carried by a vote of 5:0 to accept the donations as presented, and authorize the Superintendent to send letters of appreciation to the donors.

ADMINISTRATIVE SERVICES

O-2 RESOLUTION NO. 15:1112 – CHANGE OF THIRD PARTY ADMINISTRATOR FOR 403(b), ROTH 403(b), AND 457(b) PLANS: MOTION by Trustee Briscoe, seconded by Trustee Ortiz, and carried by a vote of 5:0 to approve Resolution No. 15:1112 – Change of Third Party Administrator for 403(b), Roth 403(b), and 457(b) Plans, and authorize Mark A. Schiel, Assistant Superintendent, Administrative Services, to execute all necessary documents.

CURRICULUM AND INSTRUCTION

O-3 ELECTRONIC LEARNING RESOURCES CONTRACT RENEWALS FOR 2011-2012: MOTION by Trustee Ortiz, seconded by Trustee Pellman, and carried by a vote of 5:0 to approve the Electronic Learning Resources Contract Renewals for 2011-2012.

O-4 INVITATION TO PRESENT AT THE TRANSITIONAL KINDERGARTEN CONFERENCE IN SAN MATEO COUNTY: MOTION by Trustee Ortiz, seconded by Trustee Briscoe, and carried by a vote of 5:0 to approve the Invitation to Present at the Transitional Kindergarten Conference in San Mateo County.

HUMAN RESOURCES

O-5 RESOLUTION NO. 16:1112 – LAYOFF BY REDUCTION IN POSITION FOR CLASSIFIED EMPLOYEE DUE TO LACK OF WORK AND/OR LACK OF FUNDS: MOTION by Trustee Pellman, seconded by Trustee Westwell, and carried by a vote of 4:1 (Trustee Ortiz dissenting) to approve Resolution No. 16:1112 – Layoff by Reduction in Position for Classified Employee Due to Lack of Work and/or Lack of Funds.

P. ANY OTHER PUBLIC COMMUNICATIONS TO THE BOARD OF TRUSTEES: None.

Q. BOARD OF TRUSTEES' ROUNDTABLE:

- Trustee Briscoe clarified his earlier comments regarding Districtwide recognition of perfect attendance; attended funeral ceremony for Trustee Pellman's father; attended FPAC meeting.
- With concurrence of all Board members, President Cotton rescheduled the November 1, 2011, Board of Trustees' meeting to November 2, 2011; reminded Trustee Briscoe of the appropriate process for distribution of bookmarks or other materials to school sites; shared information regarding FPPC language related to Conflict of Interest filing.

MOTION by Trustee Pellman, seconded by Trustee Briscoe, and carried by a vote of 5:0 to recess the meeting at 7:45 p.m. Trustee Westwell left the room at 7:46 p.m.

The meeting reconvened at 8:00 p.m. with Trustees Briscoe, Ortiz, Pellman, and Cotton in attendance.

R. CLOSED SESSION: MOTION by Trustee Ortiz, seconded by Trustee Briscoe, and carried by a vote of 4:0 (Trustee Westwell absent) to move to Closed Session at 8:01 p.m.

Trustee Westwell returned at 8:02 p.m.

The Board of Trustees met in Closed Session from 8:04 p.m. to 8:49 p.m.

R. CLOSED SESSION: (continued)

Citing a conflict of interest, Trustees Pellman and Cotton left the room at 8:05 p.m., and were absent during discussion of Agenda Item R-1.

R-1 Government Code Section 54956.9: Conference with Legal Counsel – Existing litigation pursuant to subdivision (a) of Government Code Section 54956.9.

1. Case No. 30-2011 00501680

Open Session reconvened at 8:50 p.m., with Trustees Briscoe, Ortiz, Pellman, Westwell, and Cotton in attendance.

S. REPORT OF ACTION/CLOSED SESSION: MOTION by Trustee Westwell, seconded by Trustee Briscoe, and carried by a vote of 3:0 (Trustees Pellman and Cotton absent) to approve Daniel K. Spradlin, Attorney, Woodruff, Spradlin & Smart, to represent Ocean View School District and named individual defendants for defense and indemnity as permitted by law in Case No. 30-2011-00501680.

T. ADJOURNMENT: MOTION by Trustee Westwell, seconded by Trustee Ortiz, and carried by a vote of 5:0 to adjourn the September 20, 2011, Regular Board of Trustees' meeting at 8:52 p.m.

SUBMITTED BY:

William V. Loose, Ed.D.
Superintendent

APPROVED BY:

Tracy Pellman, Clerk
Board of Trustees

DATE APPROVED:

M. CONSENT CALENDAR

**1. CERTIFICATED EMPLOYEE PERSONNEL ACTIVITY LIST -
SEPTEMBER 13, 2011, THROUGH SEPTEMBER 26, 2011**

(V) (C)

Superintendent's Recommendation

It is respectfully recommended that the Board of Trustees approve the Certificated Employee Personnel Activity List from September 13, 2011, through September 26, 2011.


Background Information

This report contains the Ocean View School District's Certificated Employee Activity List from September 13, 2011, through September 26, 2011. (Exhibit A)

Administrator

E. Michael Rossi, Consultant, Human Resources

Associated File Attachments

 [Exhibit A \(Files\)](#)

OCEAN VIEW SCHOOL DISTRICT
Huntington Beach, California
Certificated Personnel
October 4, 2011

**Approve Extra Hours at
Extra Duty Rate of Pay @ 20.00/Hr**

<u>NAME</u>	<u>POSITION/ SITE</u>	<u>ACCOUNT</u>	<u>HOURS</u>
Barrett Lindsay	Teacher Mesa	01-159-375-12-1197	4.0 Special Education File Review
Bucci Keleigh	Teacher Vista	01-212-550-10-1190	3.0 ELA Pacing Guide Committee
Busch Cheri	Teacher Village	01-303-150-10-1190	8.5 Science Pacing Guide
Busch Cheri	Teacher Village	01-212-550-10-1190	1.0 ELA Pacing Guide Committee
Cadiente Janeen	Teacher Golden	01-212-550-10-1190	13.0 Differentiated Instruction
Campbell Sharon	Teacher Sun	01-212-550-10-1190	2.0 Student Focused Coaches
Coville Terry	Teacher Mesa	01-212-550-10-1190	2.0 ELA Pacing Guide Committee
Crawford Kate	Teacher Westmont	01-212-550-10-1190	2.75 ELA Pacing Guide Committee
Davenport William	Teacher District	01-061-350-10-1190	10.0 P.E. Scheduling
Field Trisha	Teacher Oak	01-212-550-10-1190	2.0 ELA Pacing Guide Committee
Golojuh Judy	Teacher Spring	01-025-060-10-1190	14.0 Instructional Planning Time
Grant Wendy	Teacher Oak	01-212-550-10-1190	3.0 ELA Pacing Guide Committee
Harper Elisa	Teacher Westmont	01-212-550-10-1190	2.0 Student Focused Coaches

OCEAN VIEW SCHOOL DISTRICT
Huntington Beach, California
Certificated Personnel
October 4, 2011

**Approve Extra Hours at
Extra Duty Rate of Pay @ 20.00/Hr**

<u>NAME</u>	<u>POSITION/ SITE</u>	<u>ACCOUNT</u>	<u>HOURS</u>
Hogate Joy	Teacher Mesa	01-212-550-10-1190	2.5 ELA Pacing Guide Committee
Hoyt Nancy	Teacher Spring	01-212-550-10-1190	2.0 ELA Pacing Guide Committee
Hubbling Cathie	Teacher Mesa	01-212-550-10-1190	2.0 ELA Pacing Guide Committee
Keller Caryn	Teacher College	01-212-550-10-1190	1.0 ELA Pacing Guide Committee
Klein Yael	Teacher Vista	01-212-550-10-1190	1.5 Student Focused Coaches
Maier Christine	Teacher College	01-212-550-10-1190	3.0 ELA Pacing Guide Committee
Moustafa Brenda	TOSA District	01-212-550-10-1190	6.0 ELA Pacing Guide Committee
Moustafa Brenda	TOSA District	01-203-550-21-1190	28.0 Thinking Maps
Nelson Lisa	Teacher Vista	01-212-550-10-1190	2.0 ELA Pacing Guide Committee
Schulten Jill	Teacher College	01-212-550-10-1190	2.0 Student Focused Coaches
Selig Sharon	Teacher Star	01-212-550-10-1190	2.0 ELA Pacing Guide Committee
Sheetz Halyley	Teacher Mesa	01-159-375-12-1197	4.0 Special Education File Review
Sidell Grace	Teacher Hope	01-212-550-10-1190	2.0 ELA Pacing Guide Committee

OCEAN VIEW SCHOOL DISTRICT
Huntington Beach, California
Certificated Personnel
October 4, 2011

**Approve Extra Hours at
Extra Duty Rate of Pay @ 20.00/Hr**

<u>NAME</u>	<u>POSITION/ SITE</u>	<u>ACCOUNT</u>	<u>HOURS</u>
Strole Nancy	Teacher Vista	01-212-550-10-1190	1.25 Student Focused Coaches
Vanderhook Pam	Teacher Harbour	01-212-550-10-1190	6.0 ELA Pacing Guide Committee
Williams Janie	Teacher Golden	01-212-550-10-1190	2.0 ELA Pacing Guide Committee

Approve New Hires

<u>NAME</u>	<u>POSITION</u>	<u>SITE</u>	<u>EFFECTIVE DATE</u>
Tamara Treglia	Teacher	Golden	September 19, 2011

M. CONSENT CALENDAR

2. CLASSIFIED EMPLOYEE PERSONNEL ACTIVITY LIST – SEPTEMBER 20, 2011, THROUGH OCTOBER 4, 2011

(V) (C)

Superintendent's Recommendation

It is respectfully recommended that the Board of Trustees approve the Classified Employee Personnel Activity List – September 20, 2011, through October 4, 2011.


Background Information

This report contains the Ocean View School District's Classified Employee Activity List from September 20, 2011, through October 4, 2011. (Exhibit A)

Administrator

E. Michael Rossi, Consultant, Human Resources

Associated File Attachments

 [Exhibit A \(Files\)](#)

OCEAN VIEW SCHOOL DISTRICT
Huntington Beach, California
Classified Personnel
October 4, 2011

Approve Employment

In accordance with Merit System testing procedures:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>	<u>RANGE STEP</u>	<u>EFFECTIVE DATE</u>
Anderson, Nancy	Instructional Aide (Substitute)	\$14.199/hr	21.1	09/19/11
Applebee, Sonya	Food Distribution Worker	\$13.189/hr	18.1	09/06/11
Arana, Blanca	Bus Driver (Substitute)	\$18.635/hr	32.1	08/30/11
Aranda-Garcia, Guillermo	Custodian	\$17.7345/hr	28.1	09/12/11
Bartley, Stephanie	Instructional Assistant - ABA	\$16.070/hr	26.1	09/07/11
Bullock, Kristen	Instructional Assistant - ABA	\$16.070/hr	26.1	09/07/11
Konogeris, Kathi	Speech and Language Assistant	\$18.635/hr	32.1	09/07/11
Dong, Trang	Instructional Aide - Bilingual	\$14.554/hr	22.1	09/07/11
LaVoie, Samantha	Instructional Assistant - ABA	\$16.070/hr	26.1	09/07/11
Lucas, Alyssia	Food Distribution Worker	\$13.189/hr	18.1	09/06/11
McNamara, Joelle	Food Distribution Worker (Substitute)	\$13.189/hr	18.1	09/07/11
Mestro, Geraldine	Child Care Attendant (Substitute)	\$14.554/hr	18.3	09/07/11
Miller, Cody	Instructional Assistant - ABA	\$16.070/hr	26.1	09/07/11
Ogdon, Pamela	School Office Manager (Substitute)	\$20.577/hr	36.1	09/14/11
Ortiz, Ana	Bus Driver (Substitute)	\$18.635/hr	32.1	08/15/11

OCEAN VIEW SCHOOL DISTRICT
Huntington Beach, California
Classified Personnel
October 4, 2011

Approve Employment

In accordance with Merit System testing procedures:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>	<u>RANGE STEP</u>	<u>EFFECTIVE DATE</u>
Ramirez, Manuel	Instructional Assistant - ABA	\$16.070/hr	26.1	09/07/11
Siesser, Amy	Speech and Language Assistant	18.635/hr	32.1	09/19/11
Smith, Deborah	Food Distribution Worker	\$13.189/hr	18.1	09/06/11
Tran, Ruth-Thy	Preschool Instructional Assistant (Substitute)	\$14.554/hr	22.1	09/07/11
Tucker, Heidi	School Health Technician (Substitute)	\$16.070/hr	26.1	09/12/11
Zaboub, Romilla	Bus Driver (Substitute)	\$18.635/hr	32.1	08/16/11
Zavala Alvarez, Mauricio	Groundskeeper/Gardener	\$3053.00/mo	31.1	08/29/11

Approve Reinstatement

In accordance with Merit System Rules 8.4.1:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>	<u>RANGE STEP</u>	<u>EFFECTIVE DATE</u>
Bermudez, Diana	Child Care Attendant	\$15.296/hr	18.4	09/07/11

Approve Reemployment

In accordance with Merit System Rules 8.7.2:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>	<u>RANGE STEP</u>	<u>EFFECTIVE DATE</u>
Aponte, Vilma	Instructional Aide - Bilingual	\$16.070/hr	22.3	09/07/11
Castillo, Guadalupe	Instructional Aide - Bilingual	\$17.730/hr	22.5	10/03/11
Gomez Bastidas, Teresa	Instructional Aide - Bilingual	\$17.730/hr	22.5	09/07/11

OCEAN VIEW SCHOOL DISTRICT
Huntington Beach, California
Classified Personnel
October 4, 2011

Approve Separation

In accordance with Merit System Rules 8.1 to 8.6

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>	<u>BEGINNING DATE</u>	<u>EFFECTIVE DATE</u>
Akstinas, Dorothy	Instructional Assistant - Severely Disabled (Substitute)	No response to substitute questionnaire	07/01/09	06/16/10
Andrews, Carolyn	Instructional Assistant - Special Education	Resignation - Student Teaching	09/03/08	07/29/11
Aponte, Vilma	Instructional Aide - Bilingual	Layoff	10/31/08	08/27/11
Badge, Daisy	Preschool Instructional Assistant	Resignation - Another job	09/27/10	08/31/11
Camacho, Daisy	Instructional Aide - Bilingual	Layoff	03/02/09	09/04/11
Cardoza, Narissa	Speech and Language Assistant (Substitute)	Resignation - Certificated position	11/29/10	06/17/11
Carr, Sandra	Executive Assistant (Substitute)	No response to substitute questionnaire	07/05/10	11/16/10
Castillo, Guadalupe	Parent Educator	Layoff	01/09/07	10/01/11
Castro, Miah	Instructional Aide	Layoff	10/18/10	08/06/11
Castro, Rosa	Instructional Aide - Bilingual	Layoff	03/07/05	08/27/11
Cole, Joyce	School Office Manager (Substitute)	No response to substitute questionnaire	07/01/11	07/01/11
Conover, Jane	Instructional Aide	Resignation - Personnel	10/22/07	06/17/11
Dana, Sharon	Instructional Aide - Interpreter (Substitute)	No response to substitute questionnaire	07/21/08	05/17/11

OCEAN VIEW SCHOOL DISTRICT
Huntington Beach, California
Classified Personnel
October 4, 2011

Approve Separation (Continued)

In accordance with Merit System Rules 8.1 to 8.6

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>	<u>BEGINNING DATE</u>	<u>EFFECTIVE DATE</u>
Flores, Tanya	Bus Driver (Substitute)	No response to substitute questionnaire	09/17/10	04/12/11
Gomez Bastidas, Teresa	Parent Educator	Layoff	10/11/10	08/27/11
Gardner, Wendy	Instructional Aide (Substitute)	No response to substitute questionnaire	01/07/10	02/02/11
Guerrero, Grace	Bus Driver (Substitute)	No response to substitute questionnaire	09/07/10	12/08/10
Guerrero, Maria	Instructional Aide - Bilingual	Layoff	12/06/06	08/27/11
Hall, Michelle	School Office Manager (Substitute)	No response to substitute questionnaire	08/30/06	03/30/10
Hernandez, Jack	Child Care Attendant (Substitute)	No response to substitute questionnaire	02/09/11	02/09/11
Hernandez, Oscar	Instructional Aide - Bilingual	Layoff	09/04/11	09/04/11
Hess, Rachel	Instructional Assistant - Special Education	Layoff	01/07/08	07/02/11
Jimenez, Ana	Instructional Aide - Bilingual	Layoff	08/27/08	08/27/11
Johancsik, Alyssa	Food Distribution Worker (Substitute)	No response to substitute questionnaire	05/10/10	09/04/10

OCEAN VIEW SCHOOL DISTRICT
Huntington Beach, California
Classified Personnel
October 4, 2011

Approve Separation (Continued)

In accordance with Merit System Rules 8.1 to 8.6

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>	<u>BEGINNING DATE</u>	<u>EFFECTIVE DATE</u>
Knowles, Robin	Instructional Assistant - Special Education	Layoff	01/03/11	07/02/11
Lambright, Martha	Instructional Assistant - Farm Facility (Substitute)	No response to substitute questionnaire	06/20/11	06/20/11
La Valley, Megan	Instructional Aide	Layoff	11/02/10	08/06/11
Mestro, Geraldine	Child Care Attendant	Resignation - Personal	09/22/08	06/16/11
Ojeda, Pilar	Bus Driver (Substitute)	No response to substitute questionnaire	09/07/10	09/07/10
Parker, Norma	Instructional Aide - Bilingual	Layoff	11/04/09	09/04/11
Petullo, Dana	Food Distribution Worker	Resignation - Personal	08/29/07	06/17/11
Pulcifer, Matthew	Instructional Assistant - Special Education	Layoff	02/29/08	07/02/11
Reed, Laurie	Instructional Assistant - Special Education	Layoff	02/10/98	07/02/11
Reyes, Maira	Instructional Aide - Bilingual	Layoff	08/27/08	08/27/11
Richelieu, Lisa	Instructional Aide	Resignation - Personal	10/11/04	06/17/11
Rothstein, Marina	Food Distribution Worker (Substitute)	No response to substitute questionnaire	12/19/06	02/24/11

OCEAN VIEW SCHOOL DISTRICT
Huntington Beach, California
Classified Personnel
October 4, 2011

Approve Separation (Continued)

In accordance with Merit System Rules 8.1 to 8.6

<u>NAME</u>	<u>POSITION</u>	<u>REASON</u>	<u>BEGINNING DATE</u>	<u>EFFECTIVE DATE</u>
Salgado, Valerie	Instructional Assistant - Special Education	Layoff	01/07/08	07/02/11
Schier, Nidia	Instructional Aide - Bilingual (Substitute)	No response to substitute questionnaire	03/26/09	06/14/11
Seminario de Pierola, Violeta	Instructional Aide - Bilingual	Layoff	01/29/08	08/27/11
Smith, Michelle E.	Instructional Assistant - Special Education	Resignation following leave of absence	08/30/07	06/17/11
Smith, Michelle M.	Instructional Assistant - Severely Disabled	Layoff	09/08/10	07/02/11
Smith, Valerie	Instructional Assistant - ABA (Substitute)	No response to substitute questionnaire	01/03/11	02/05/11
Terry, Robert	Instructional Assistant - Special Education	Layoff	12/15/00	07/02/11
Tran, Ruth-Thy	Instructional Assistant - Special Education	Layoff	01/03/11	08/27/11
Turner, Ruth	Instructional Aide - Bilingual	Layoff	12/21/07	08/27/11
Vo, Mai	Instructional Assistant - Severely Disabled	Layoff	09/27/06	07/02/11
Wermich-Head, Lisa	Instructional Aide	Layoff	12/21/05	08/27/11

OCEAN VIEW SCHOOL DISTRICT
Huntington Beach, California
Classified Personnel
October 4, 2011

Rescind Stipends for Network for a Healthy California Liaison
Charge Account 01-380-340-10-1190

<u>NAME</u>	<u>SITE</u>	<u>STIPEND</u>
Arroyo, Yolanda	Oak View	\$106.54
De Encio, Jennifer	Vista View	\$71.02
Francis, Rhena	Oak View	\$106.54
Goffredo, Maria	Oak Preschool	\$106.54
Hallisey, Mary Ann	Oak View	\$106.54
Lew, Debra	Vista View	\$71.02
Lloyd, Jan	Oak View	\$106.54
McDowell, Dana	Oak View	\$106.54
Smith, Beatrice	Oak View	\$106.54
Tran, Ruth	Oak Preschool	\$106.54

3. PURCHASE ORDERS FOR ALL FUNDS FROM SEPTEMBER 9, 2011, THROUGH SEPTEMBER, 22, 2011

(V) (C)

Superintendent's Recommendation

It is respectfully recommended that the Board of Trustees approve Purchase Orders for all funds from September 9, 2011, through September 22, 2011.

Background Information

This Purchase Order Report (Exhibit A) contains a listing of Purchase Orders encumbered/changed/canceled for all Funds.

Current Considerations

Encumbered total: \$9,143,901.78


Change Order Total: \$308.74

Canceled Order Total: \$700.00

Administrator

Mark A. Schiel, Assistant Superintendent, Administrative Services

Associated File Attachments

 [Exhibit A \(Files\)](#)

**OCEANVIEW SCHL.DIST.
PURCHASE ORDER DETAIL REPORT
BOARD OF TRUSTEES MEETING 10/04/2011**

FROM 09/09/2011 TO 09/22/2011

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	OBJECT DESCRIPTION
F38C0026	TRACTOROPOLIS	395.46	395.46	0141312581 4311	REPAIR OF EQUIPMT SUPPL.
F38C0028	BRISTOLITE SKYLIGHTS	700.00	700.00	0141512581 4320	MAINTENANCE SUPPLIES
F38C0029	SCHOOL SERVICES OF CALIFORNIA	175.00	175.00	0144110572 5202	TRAVEL/CONFERENCE
F38C0030	CHATFIELD CLARKE CO INC	541.98	541.98	4084294081 4320	MAINTENANCE SUPPLIES
F38C0031	CHATFIELD CLARKE CO INC	541.98	541.98	0141512581 4320	MAINTENANCE SUPPLIES
F38C0032	ORANGE COAST PETROLEUM EQUIP I	204.98	204.98	0142339036 5825	OUTSIDE SRV NOT REPAIR/MTC
F38C0033	HOME DEPOT SUPPLY	125.00	125.00	0141312581 4318	GROUNDS SUPPLIES
F38R0771	EXPRESS COMPANIES	328.98	328.98	0141810572 4305	ADMINISTRATIVE SUPPLIES
F38R0772	USA SHADE & FABRIC STRUCTURES	750.00	750.00	0143712581 5825	OUTSIDE SRV NOT REPAIR/MTC
F38R0773	EAGLE	462.76	462.76	0144212073 4305	ADMINISTRATIVE SUPPLIES
F38R0774	OFFICE DEPOT	1,995.97	1,995.97	01 9320	STORES
F38R0775	PAK WEST PAPER AND CHEMICAL	268.19	268.19	01 9320	STORES
F38R0776	CALSSD CARLSBAD	3,000.00	3,000.00	0144011072 5301	DISTRICT MEMBERSHIPS
F38R0777	COALITION ADEQUATE SCHOOL HOUS	439.00	439.00	0141512581 5301	DISTRICT MEMBERSHIPS
F38R0778	NATIONAL FOOD GROUP	5,200.00	5,200.00	1380591337 4701	FOOD
F38R0779	JUDY BOHLEN	3,700.00	3,700.00	0112708510 5821	LECTURER
F38R0780	FINE ART PAINTINGS	500.00	500.00	0102508510 4313	INSTRUCTIONAL SUPPLIES
F38R0781	IT OUTLET	924.63	924.63	0120347010 4490	NON CAPITALIZED EQUIPMENT
F38R0782	DELILLO CHEVROLET	500.00	500.00	0141539081 4311	REPAIR OF EQUIPMT SUPPL.
F38R0783	SCHOLASTIC INC	249.93	249.93	0111004510 4313	INSTRUCTIONAL SUPPLIES
F38R0784	DWI ENTERPRISES	481.64	481.64	0136104527 4305	ADMINISTRATIVE SUPPLIES
F38R0785	MIDWAY CITY FEED	1,000.00	1,000.00	0113302010 4313	INSTRUCTIONAL SUPPLIES
F38R0786	GLENCOE/MACMILLAN/MCGRAW HILL	1,765.19	1,765.19	0129638511 4313	INSTRUCTIONAL SUPPLIES
F38R0787	SIGNS ETC	92.41	65.85	0131615021 4305	ADMINISTRATIVE SUPPLIES

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**OCEANVIEW SCHL. DIST.
PURCHASE ORDER DETAIL REPORT
BOARD OF TRUSTEES MEETING 10/04/2011**

FROM 09/09/2011 TO 09/22/2011

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	OBJECT DESCRIPTION
F38R0787	*** CONTINUED ***		26.56	0144413574 4305	ADMINISTRATIVE SUPPLIES
F38R0788	CA ASSOC FOR THE GIFTED	100.00	100.00	0110815021 5301	DISTRICT MEMBERSHIPS
F38R0789	ASCD	885.00	885.00	0123155021 5301	DISTRICT MEMBERSHIPS
F38R0790	OFFICE DEPOT	485.80	485.80	0120346510 4313	INSTRUCTIONAL SUPPLIES
F38R0791	HERITAGE MUSEUM OF ORANGE COUN	768.00	768.00	0112707510 5818	ADMISSION FEES - FIELD TRIP
F38R0792	KONICA MINOLTA BUSINESS SOLUTI	32,120.00	29,364.80	0136111027 5617	OUTSIDE SERV - REPAIR/MTCE
F38R0793	CLARK SECURITY PRODUCTS	250.00	201.60	0141512581 5617	OUTSIDE SERV - REPAIR/MTCE
F38R0794	VISTA PAINT	3,000.00	2,553.60	0144011072 5617	OUTSIDE SERV - REPAIR/MTCE
F38R0795	HEWLETT PACKARD COMPANY	2,823.64	3,000.00	0141512581 4320	TRAVEL/CONFERENCE
F38R0796	TARGET STORES	125.00	598.01	0102504510 4490	MAINTENANCE SUPPLIES
F38R0797	SMART & FINAL	150.00	343.20	0102504510 5617	NON CAPITALIZED EQUIPMENT
F38R0798	SCHOOL DATEBOOKS	171.00	1,196.03	0102505010 4490	OUTSIDE SERV - REPAIR/MTCE
F38R0799	JOBS AVAILABLE INC	210.00	686.40	0102505010 5617	NON CAPITALIZED EQUIPMENT
F38R0800	ATC AWARDS & TROPHIES CO	1,328.47	125.00	0144114575 4305	OUTSIDE SERV - REPAIR/MTCE
F38R0801	SMITH PIPE	6,000.00	150.00	0136108027 4305	ADMINISTRATIVE SUPPLIES
F38R0802	DISCOVERY SCIENCE CENTER	2,000.00	171.00	0111004010 4313	ADMINISTRATIVE SUPPLIES
F38R0803	PC & MAC EXCHANGE	320.02	210.00	0144313074 5805	INSTRUCTIONAL SUPPLIES
F38R0804	HEWLETT PACKARD COMPANY	248.90	1,328.47	0101115042 4313	EMPLOYMENT ADVERTISEMENTS
F38R0805	COLONIAL LIFE INSURANCE CO	9,000.00	6,000.00	0141312581 4311	INSTRUCTIONAL SUPPLIES
			2,000.00	0102502510 4313	REPAIR OF EQUIPMT SUPPL.
			320.02	0111002010 4313	INSTRUCTIONAL SUPPLIES
			62.22	0102504510 5815	INSTRUCTIONAL SUPPLIES
			186.68	0102505010 5815	FEES & PERMITS
			9,000.00	0179979910 3451	FEES & PERMITS
					MEDICAL INSURANCE, CERTIFICATED

**OCEANVIEW SCHL.DIST.
PURCHASE ORDER DETAIL REPORT
BOARD OF TRUSTEES MEETING 10/04/2011**

FROM 09/09/2011 TO 09/22/2011

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	OBJECT DESCRIPTION
F38R0806	ASCIP	1,086,047.00	1,086,047.00	0179979910 3451	MEDICAL INSURANCE, CERTIFICATED
F38R0807	HARTFORD	103,000.00	103,000.00	0179979910 3451	MEDICAL INSURANCE, CERTIFICATED
F38R0809	MUTUAL OF OMAHA	565.00	565.00	0179979910 3451	MEDICAL INSURANCE, CERTIFICATED
F38R0810	VISION SERVICE PLAN	178,200.00	178,200.00	0179979910 3451	MEDICAL INSURANCE, CERTIFICATED
F38R0811	AMERICAN FIDELITY	8,500.00	8,500.00	0179979910 3451	MEDICAL INSURANCE, CERTIFICATED
F38R0812	AMERICAN FIDELITY	13,000.00	13,000.00	0179979910 3451	MEDICAL INSURANCE, CERTIFICATED
F38R0813	AMERICAN FIDELITY	40,000.00	40,000.00	0179979910 3451	MEDICAL INSURANCE, CERTIFICATED
F38R0814	DELTACARE USA	20,000.00	20,000.00	0179979910 3451	MEDICAL INSURANCE, CERTIFICATED
F38R0815	SO COUNTIES EMPLOYER EMPLOYEE	7,399,503.00	7,399,503.00	0179979910 3451	MEDICAL INSURANCE, CERTIFICATED
F38R0816	RELIASTAR LIFE	16,700.00	16,700.00	0179979910 3451	MEDICAL INSURANCE, CERTIFICATED
F38R0817	OFFICE DEPOT	329.81	329.81	0141512581 4305	ADMINISTRATIVE SUPPLIES
F38R0818	VIRCO MFG CORP	3,911.97	3,911.97	0112705010 4313	INSTRUCTIONAL SUPPLIES
F38R0819	VIRCO MFG CORP	261.35	261.35	0102502510 4313	INSTRUCTIONAL SUPPLIES
F38R0820	KELLY PAPER	2,567.01	2,567.01	0134715075 4304	PRINTING SUPPLIES
F38R0821	TYPE-O-MECA INC	172.29	172.29	0131138521 4305	ADMINISTRATIVE SUPPLIES
F38R0822	OFFICE DEPOT	591.40	591.40	0111002510 4313	INSTRUCTIONAL SUPPLIES
F38R0823	OFFICE DEPOT	476.83	476.83	0102502510 4313	INSTRUCTIONAL SUPPLIES
F38R0824	TYPE-O-MECA INC	160.55	160.55	0116546011 4313	INSTRUCTIONAL SUPPLIES
F38R0825	HEWLETT PACKARD COMPANY	156.24	156.24	0136104027 4305	ADMINISTRATIVE SUPPLIES
F38R0826	JOYCE HOROWITZ	250.00	250.00	1252545521 5201	MILEAGE
F38R0827	EXPRESSIONS SPEECH-LANGUAGE SE	45,000.00	45,000.00	0131138519 5825	OUTSIDE SRV NOT REPAIR/MTC
F38R0828	HIGH NOON BOOKS	182.54	182.54	0115942012 4313	INSTRUCTIONAL SUPPLIES
F38R0829	RHODE ISLAND NOVELTY	155.48	155.48	1250500550 4313	INSTRUCTIONAL SUPPLIES
F38R0830	S AND S WORLDWIDE	122.79	122.79	1250500550 4313	INSTRUCTIONAL SUPPLIES

OCEANVIEW SCHL.DIST.
PURCHASE ORDER DETAIL REPORT
 BOARD OF TRUSTEES MEETING 10/04/2011

FROM 09/09/2011 TO 09/22/2011

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	OBJECT DESCRIPTION
F38R0831	FLASHWHSALER LLC	584.46	584.46	0102504510 4313	INSTRUCTIONAL SUPPLIES
F38R0832	SNAPGRADES	1,485.00	1,485.00	0112705010 4313	INSTRUCTIONAL SUPPLIES
F38R0833	RBJ GROUP SALES	134.96	134.96	0136104527 4305	ADMINISTRATIVE SUPPLIES
F38R0834	SCHOLASTIC INC	2,671.46	2,671.46	0112705010 4313	INSTRUCTIONAL SUPPLIES
F38R0835	HEWLETT PACKARD COMPANY	1,024.18	598.01	0120341010 4490	NON CAPITALIZED EQUIPMENT
			343.20	0120341010 5617	OUTSIDE SERV - REPAIR/MTCE
			82.97	0120341010 5815	FEES & PERMITS
F38R0836	SCHOOLHOUSE EDUCATIONAL SERVIC	1,715.38	1,715.38	0131238531 4312	TESTS
F38R0837	RIVERSIDE PUBLISHING	1,335.53	1,335.53	0131138521 4312	TESTS
F38R0838	PUBLIC SCHOOLS INVESTIGATIVE S	40,000.00	40,000.00	0144413574 5820	CONSULTANTS
F38R0839	HEWLETT PACKARD COMPANY	1,050.78	598.01	0111008510 4490	NON CAPITALIZED EQUIPMENT
			369.80	0111008510 5617	OUTSIDE SERV - REPAIR/MTCE
			82.97	0111008510 5815	FEES & PERMITS
F38R0840	TARGET STORES	400.00	400.00	0129638511 4313	INSTRUCTIONAL SUPPLIES
F38R0841	FRYS ELECTRONICS	250.00	250.00	1252545582 4308	CUSTODIAL SUPPLIES
F38R0842	VIRCO MFG CORP	770.28	770.28	0111006010 4313	INSTRUCTIONAL SUPPLIES
F38R0843	CONTINENTAL WIRELESS	812.48	406.24	0111006010 4313	INSTRUCTIONAL SUPPLIES
			406.24	0131138521 4305	ADMINISTRATIVE SUPPLIES
F38R0845	OFFICE DEPOT	115.65	115.65	0120348010 4313	INSTRUCTIONAL SUPPLIES
F38R0846	OFFICE DEPOT	479.51	479.51	0141512581 4305	ADMINISTRATIVE SUPPLIES
F38R0847	OFFICE DEPOT	156.05	156.05	1252545510 4313	INSTRUCTIONAL SUPPLIES
F38R0848	OFFICE DEPOT	156.05	156.05	0140916577 4305	ADMINISTRATIVE SUPPLIES
F38R0849	HILLYARD	909.84	909.84	1252545582 4308	CUSTODIAL SUPPLIES
F38R0850	BELLWORK	826.79	826.79	0111002510 4313	INSTRUCTIONAL SUPPLIES
F38R0852	IMAGE APPAREL FOR BUSINESS	1,164.15	1,164.15	1380591337 4305	ADMINISTRATIVE SUPPLIES

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**OCEANVIEW SCHL.DIST.
PURCHASE ORDER DETAIL REPORT
BOARD OF TRUSTEES MEETING 10/04/2011**

FROM 09/09/2011 TO 09/22/2011

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	OBJECT DESCRIPTION
F38R0853	ONSITE LASER MEDIC	59.24	59.24	0120341010 4313	INSTRUCTIONAL SUPPLIES
F38R0854	GIBSON HASBROUCK & ASSOCIATES	920.63	920.63	0121255010 4313	INSTRUCTIONAL SUPPLIES
F38R0856	DEMCO	256.13	158.46	0134915024 4313	INSTRUCTIONAL SUPPLIES
			61.68	0160415024 4313	INSTRUCTIONAL SUPPLIES
			35.99	0161015024 4313	INSTRUCTIONAL SUPPLIES
F38R0857	SOPRIS WEST	1,716.82	1,716.82	0126655010 4140	STATE TEXTBOOKS
F38R0859	TREESMITH ENTERPRISES	2,775.00	2,775.00	0141312581 5825	OUTSIDE SRV NOT REPAIR/MTC
F38R0861	JOURNEYS TO THE PAST	8,000.00	8,000.00	0121751510 5821	LECTURER
F38R0862	EVREN OZAN	3,500.00	3,500.00	0121751510 5821	LECTURER
F38R0863	JOHNSTONE SUPPLY	1,414.29	1,414.29	2580192581 4490	NON CAPITALIZED EQUIPMENT
F38R0864	BIG D FLOOR COVERING SUPPLIES	3,000.00	3,000.00	0141512581 4320	MAINTENANCE SUPPLIES
F38R0865	CLIMATEC	1,755.75	1,755.75	0141512581 4490	NON CAPITALIZED EQUIPMENT
F38R0866	SMART & FINAL	1,000.00	1,000.00	1252545510 4313	INSTRUCTIONAL SUPPLIES
F38R0867	LOS ANGELES COUNTY OFFICE OF E	400.00	400.00	0131238531 5202	TRAVEL/CONFERENCE
F38R0869	IT OUTLET	1,001.54	1,001.54	0120347010 4490	NON CAPITALIZED EQUIPMENT
F38R0870	ORIENTAL TRADING COMPANY	136.59	91.04	1250500550 4313	INSTRUCTIONAL SUPPLIES
			45.55	1250503550 4313	INSTRUCTIONAL SUPPLIES
F38R0871	MATHFAX	178.40	178.40	0102505010 4313	INSTRUCTIONAL SUPPLIES
F38R0872	BEN FRANKLIN PRESS	129.32	64.66	0131138521 4305	ADMINISTRATIVE SUPPLIES
			64.66	0137714031 4305	ADMINISTRATIVE SUPPLIES
F38R0873	LAURA DALE PASH	500.00	500.00	0136105527 5201	MILEAGE
F38R0874	ORIENTAL TRADING COMPANY	188.16	21.69	1250500550 4313	INSTRUCTIONAL SUPPLIES
			91.09	1250504050 4313	INSTRUCTIONAL SUPPLIES
			75.38	1250714050 4313	INSTRUCTIONAL SUPPLIES
F38R0875	HILLYARD	3,530.86	3,530.86	01 9320	STORES

User ID: KSARA
Report ID: PO010

<Ver. 020703>

Page No.: 5

Current Date: 09/23/2011
Current Time: 08:07:01

**OCEANVIEW SCHL.DIST.
PURCHASE ORDER DETAIL REPORT
BOARD OF TRUSTEES MEETING 10/04/2011**

FROM 09/09/2011 TO 09/22/2011

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	OBJECT DESCRIPTION
F38R0876	HEWLETT PACKARD COMPANY	2,048.37	1,196.03	0131238531 4490	NON CAPITALIZED EQUIPMENT
			686.40	0131238531 5617	OUTSIDE SERV - REPAIR/MTC
			165.94	0131238531 5815	FEES & PERMITS
F38R0877	VIRCO MFG CORP	1,521.32	1,521.32	0111002510 4313	INSTRUCTIONAL SUPPLIES
F38R0878	CURRICULUM ASSOCIATES	214.51	214.51	0120341010 4313	INSTRUCTIONAL SUPPLIES
F38R0879	LUNCHBYTE SYSTEMS INC	240.00	240.00	1380591337 5202	TRAVEL/CONFERENCE
F38R0880	COMPLETE BUSINESS SYSTEMS	3,607.62	3,607.62	0111006510 4313	INSTRUCTIONAL SUPPLIES
F38R0881	COMMERCIAL LANDSCAPE SUPPLY	2,000.00	2,000.00	0141312581 4318	GROUPS SUPPLIES
F38R0882	FRUIT GUYS	43,395.00	43,395.00	1380891337 4701	FOOD
F38R0884	HEWLETT PACKARD COMPANY	187.49	187.49	0102505010 4313	INSTRUCTIONAL SUPPLIES
	Fund 01 Total:	9,088,777.45			
	Fund 12 Total:	3,168.91			
	Fund 13 Total:	49,999.15			
	Fund 25 Total:	1,414.29			
	Fund 40 Total:	541.98			
	Total Amount of Purchase Orders:	9,143,901.78			

OCEANVIEW SCHL.DIST.

PURCHASE ORDER DETAIL REPORT - CHANGE ORDERS
BOARD OF TRUSTEES 10/04/2011

FROM 09/09/2011 TO 09/22/2011

PO NUMBER	VENDOR	PO TOTAL	CHANGE ACCOUNT AMOUNT NUMBER	OBJECT DESCRIPTION
F38R0109	PEARSON	7,000.00	+500.00 0110815010 4313	INSTRUCTIONAL SUPPLIES
F38R0281	SCHOOL SPECIALTY INC	7,732.15	-129.20 01 9320	STORES
F38R0770	HILLYARD	1,539.83	-62.06 01 9320	STORES

Fund 01 Total:

308.74

Total Amount of Change Orders:

308.74

User ID: KSARA
Report ID: PO011

<Rev. 070303>

Page No.: 1

Current Date: 09/23/2011
Current Time: 08:34:30

OCEANVIEW SCHL.DIST.

PURCHASE ORDER DETAIL REPORT - CANCELED PURCHASE ORDERS

BOARD OF TRUSTEES 10/04/2011

FROM 09/09/2011 TO 09/22/2011

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	OBJECT DESCRIPTION
F36R0110	JOYCE HOROWITZ	500.00	500.00	0136105527 5201	MILEAGE
F36R0808	MESTMAKER INSURANCE/CSEA	200.00	200.00	0179979910 3451	MEDICAL INSURANCE, CERTIFICATED
Fund 01 Total:		700.00			
Total Amount of Purchase Orders:		700.00			

4. SCHOOL DISTRICT CHECK REGISTERS FOR GENERAL, CHILD CARE, FOOD SERVICE, CAPITAL FACILITIES, CAPITAL FACILITIES AGENCY, AND SPECIAL RESERVE/C.O.P. FUNDS FROM SEPTEMBER 9, 2011, THROUGH SEPTEMBER 22, 2011
(V) (C)

Superintendent's Recommendation

It is respectfully recommended that the Board of Trustees approve the School District Check Registers from September 9, 2011, through September 22, 2011.

Current Considerations

1. General Fund
Vendor Check Nos. 38-75573 - 75742
Total: \$ 200,494.03

 2. Child Care Fund
Vendor Check Nos. 38-75582 - 75713
Total: \$ 1,221.03

 3. Food Service Fund
Vendor Check Nos. 38-75611 - 75749
Total: \$ 60,362.33

 4. Capital Facilities Fund
Vendor Check Nos. 38-75720 - 75750
Total: \$ 14,422.43

 5. Capital Facilities Agency Fund
Vendor Check Nos. 38-75680 only
Total: \$ 147.48

 6. Special Reserve/C.O.P. Fund
Vendor Check Nos. 38-75583 - 75751
Total: \$ 244,528.04
- Total: \$ 521,175.34

Administrator

Mark A. Schiel, Assistant Superintendent, Administrative Services

5. RATIFICATION OF AGREEMENT BETWEEN OCEAN VIEW SCHOOL DISTRICT AND ORANGE COUNTY SUPERINTENDENT OF SCHOOLS - SCHOOL READINESS INITIATIVE GRANT, 2011-2012

(v) (c)

Superintendent's Recommendation

It is respectfully recommended that the Board of Trustees ratify the Agreement between Ocean View School District and the Orange County Superintendent of Schools - School Readiness Initiative Grant, 2011-2012.

Background Information

The Orange County Department of Education program, Services for Early Education and Development (SEED), provides exemplary researched-based training and technical assistance to support quality improvement for districts serving children ages 0 to 8. Specifically, SEED provides support programs and low-cost professional development for Orange County early childhood educators and leaders. SEED training participants gain a deeper understanding of how young children develop, and how to use research-based strategies to plan and implement appropriate educational experiences for young children.

Ocean View School District has received SEED funding in past years. As required, the money is used for school readiness staff development, including preschool readiness conferences and workshops. Trainings funded through this grant include GLAD and Latino Family Literacy Project, which has greatly benefited the Oak View Preschool staff and community.

Current Considerations

Ocean View School District has received notification of this grant award in the amount of \$600 for the 2011-2012 school year. As in the past, the funds will be used to provide staff development in the area of school readiness for Oak View Preschool teachers. Pre-approval is required for all staff development activities, as outlined in the Agreement with the Orange County Superintendent of Schools (Exhibit A).


Financial Implications

Ratification of this Agreement will have no impact on the District's General Fund.

Administrator

Elizabth Williams, Senior Director, Student Services
Claudine Dumais, Ed.D., Coordinator, Categorical Programs

Associated File Attachments

 [Exhibit A \(Files\)](#)

1 1.0 TERM. This AGREEMENT shall be in full force and effect for the
2 period commencing July 1, 2011 and ending on June 30, 2012, subject
3 to termination as set forth in this AGREEMENT.

4 2.0 GRANT AWARDS. SUPERINTENDENT has awarded grant funds to DISTRICT
5 for participation in the School Readiness Initiative Grant Program.
6 DISTRICT agrees to use grant funds on training and technical
7 assistance. Grant funds shall only be used for the activities
8 described in Exhibit "A", Sample List of Program Activities, which is
9 attached hereto and incorporated by reference.

10 3.0 ASSURANCES. DISTRICT agrees to abide by the sample list of
11 program activities as described in Exhibit "A", which is attached
12 hereto and incorporated by reference herein. *All funds must be spent*
13 *by June 30, 2012. It is the responsibility of the Coordinator at the*
14 *grant funded site to submit all required paperwork to*
15 *SUPERINTENDENT'S designated grant Coordinator.*

16 4.0 PAYMENT.

17 A. SUPERINTENDENT agrees to pay DISTRICT the total sum not to
18 exceed Six hundred dollars (\$600.00) for those activities identified
19 in Section 2.0 of this AGREEMENT. *Pre-approval must be obtained by*
20 *submitting the Expenditures Pre-Approval Form, which is attached*
21 *hereto as Exhibit "B" and incorporated by reference herein, and*
22 *reimbursement must be obtained by submitting the Expenditures Claim*
23 *Form attached as Exhibit "C" and incorporated by reference herein.*
24 Payment shall be made to DISTRICT upon completion of approved
25 activity identified in Section 2.0, SUPERINTENDENT'S receipt and
approval of an invoice in triplicate, Exhibit "B", Expenditures Pre-

1 Approval Form, and Exhibit "C", Expenditures Claim Form. All invoices
2 to SUPERINTENDENT shall be supported at DISTRICT'S facility by source
3 documentation which shall include, but not be limited to: ledgers,
4 journals, time sheets, invoices, bank statements, canceled checks,
5 receipts, receiving records, and records of services provided.
6 DISTRICT'S invoice for the period commencing July 1, 2011, and ending
7 June 30, 2012, Exhibit "B", Expenditures Pre-Approval Form, and
8 Exhibit "C", Expenditures Claim Form, are due on or before April 30,
9 2012. Payment shall be mailed to: Ocean View School District, 17200
10 Pinehurst Lane, Huntington Beach, California 92647, or at such other
11 place as DISTRICT may designate in writing.

12 B. DISTRICT shall not claim reimbursement for items as
13 described in Exhibit "A", Sample List of Program Activities, provided
14 under this AGREEMENT.

15 C. SUPERINTENDENT may withhold or delay any payment should
16 DISTRICT fail to comply with any of the provisions set forth in this
17 AGREEMENT.

18 D. The obligation of SUPERINTENDENT under this AGREEMENT is
19 contingent upon the availability of funds furnished by the Orange
20 County Children and Families Commission. In the event that such
21 funding is terminated or reduced, this AGREEMENT may be terminated,
22 and SUPERINTENDENT fiscal obligations hereunder shall be limited to a
23 pro rated amount of funding actually received by the SUPERINTENDENT
24 under the grant. SUPERINTENDENT shall provide DISTRICT written
25 notification of such termination. Notice shall be deemed given when

1 received by the DISTRICT or no later than three (3) days after the
2 day of mailing, whichever is sooner.

3 5.0 INDEPENDENT CONTRACTOR. DISTRICT is and at all times to be an
4 independent contractor and shall be wholly responsible for the manner
5 in which the services required by the terms of this AGREEMENT are
6 performed. Nothing herein contained shall be construed as creating
7 the relationship of employer and employee, or principal and agent,
8 between SUPERINTENDENT and DISTRICT. DISTRICT assumes the
9 responsibility for the acts and omissions of its employees or agents
10 as they relate to the services to be provided. DISTRICT, its
11 officers, agents and employees, shall not be entitled to any rights,
12 and/or privileges of SUPERINTENDENT'S employees and shall not be
13 considered in any manner to be SUPERINTENDENT'S employees.

14 6.0 HOLD HARMLESS/INDEMNIFICATION.

15 A. DISTRICT hereby agrees to indemnify, defend, and hold
16 harmless SUPERINTENDENT, the Orange County Board of Education, and
17 its officers, agents and employees from every claim or demand made
18 and every liability, loss, damage or expense, of any nature
19 whatsoever, which may be incurred by reason of any negligent acts or
20 omissions of employees, agents, or officers of DISTRICT during the
21 period of this AGREEMENT.

22 B. SUPERINTENDENT hereby agrees to indemnify, defend, and hold
23 harmless DISTRICT, its Governing Board, officers, agents and
24 employees from every claim or demand made and every liability, loss,
25 damage or expense, of any nature whatsoever, which may be incurred by
reason of any negligent acts or omissions of employees, agents, or

1 officers of SUPERINTENDENT or the Orange County Board of Education
2 during the period of this AGREEMENT.

3 7.0 COPYRIGHT/TRADEMARK/PATENT. CONTRACTOR understands and agrees
4 that all matters produced under this AGREEMENT shall become the
5 property of SUPERINTENDENT and cannot be used without
6 SUPERINTENDENT'S prior express written permission. SUPERINTENDENT
7 shall have all right, title and interest in said matters, including
8 the right to secure and maintain the copyright, trademark and/or
9 patent of said matter in the name of the SUPERINTENDENT. Therefore,
10 all matters produced and created by DISTRICT for SUPERINTENDENT'S
11 School Readiness Initiative Grant Program shall become the property
12 of SUPERINTENDENT.

13 8.0 NON-DISCRIMINATION. DISTRICT agrees that it will not engage in
14 unlawful discrimination of persons because of race, color, religious
15 creed, national origin, ancestry, physical handicap, medical
16 condition, marital status, or age or sex of such persons.

17 9.0 APPLICABLE LAW. The services completed herein must meet the
18 approval of the SUPERINTENDENT'S general right of inspection to
19 secure the satisfactory completion thereof. DISTRICT agrees to
20 comply with all federal, state and local laws, rules, regulations and
21 ordinances that are now or may in the future become applicable to
22 DISTRICT, DISTRICT'S business, equipment and personnel engaged in
23 operations covered by this AGREEMENT or occurring out of the
24 performance of such operations.

1 10.0 ASSIGNMENT. DISTRICT shall not subcontract or assign the
2 performance of any of the services in this AGREEMENT without prior
3 written approval of the SUPERINTENDENT.

4 11.0 RETENTION OF RECORDS. DISTRICT shall preserve and make
5 available, to SUPERINTENDENT and the State of California, all records
6 for a period of five (5) years from the date of final payment under
7 this AGREEMENT, and for such a longer period, if any, as is required
8 by applicable statute, or by any other clause of this AGREEMENT.

9 12.0 TOBACCO USE POLICY. In the interest of public health,
10 SUPERINTENDENT provides a tobacco-free environment. Smoking or the
11 use of any tobacco products are prohibited in buildings and vehicles,
12 and on any property owned, leased or contracted for by the
13 SUPERINTENDENT pursuant to SUPERINTENDENT Policy 400.15. Failure to
14 abide with conditions of this policy could result in the termination
15 of this AGREEMENT.

16 13.0 TERMINATION. This AGREEMENT may be terminated by SUPERINTENDENT
17 or DISTRICT with or without cause, upon the giving of thirty (30)
18 days prior written notice to the other party.

19 14.0 NOTICES. All notices or demands to be given under this AGREEMENT
20 by either party to the other shall be in writing and given either by:
21 i) Personal service, or ii) U.S. Mail, mailed either by registered or
22 certified mail, return receipt requested, with postage prepaid.
23 Service shall be considered given when received if personally served
24 or, if mailed, on the third (3rd) day after deposit in any U.S. Post
25 Office. The address to which notices or demands may be given by
either party may be changed by written notice given in accordance

1 with the notice provisions of this section. As of the date of this
2 AGREEMENT the addresses of the parties are as follows:

3 DISTRICT: Ocean View School District
4 17200 Pinehurst Lane
5 Huntington Beach, California 92647
6 Attn: _____

7 SUPERINTENDENT: Orange County Superintendent of Schools
8 200 Kalmus Drive
9 Costa Mesa, California 92626
10 Attn: Patricia McCaughey

11 15.0 SEVERABILITY. If any term, condition or provision of this
12 AGREEMENT is held by a court of competent jurisdiction to be invalid,
13 void, or unenforceable, the remaining provisions will nevertheless
14 continue in full force and effect, and shall not be affected impaired
15 or invalidated in any way.

16 16.0 GOVERNING LAW. The terms and conditions of this AGREEMENT shall
17 be governed by the laws of the State of California, with venue in
18 Orange County, California.

19 17.0 ENTIRE AGREEMENT/AMENDMENT. This AGREEMENT and any exhibits
20 attached hereto constitute the entire agreement between
21 SUPERINTENDENT and DISTRICT regarding the services and any agreement
22 made shall be ineffective to modify this AGREEMENT in whole or in
23 part unless such agreement is embodied in an Amendment to this
24 AGREEMENT which has been signed by both Parties. This AGREEMENT
25 supersedes all prior negotiations, understandings, representations
and agreements.

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IN WITNESS WHEREOF, the Parties hereto have caused this
AGREEMENT to be executed.

DISTRICT: OCEAN VIEW SCHOOL
DISTRICT

ORANGE COUNTY SUPERINTENDENT
OF SCHOOLS

BY: _____
Authorized Signature

BY: *Patricia McCaughey*
Authorized Signature

PRINT NAME: _____

PRINT NAME: Patricia McCaughey

TITLE: _____

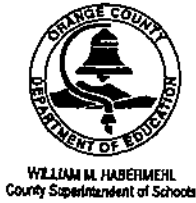
TITLE: Coordinator

DATE: _____

DATE: September 14, 2011

TAXPAYER IDENTIFICATION NUMBER

Local-OceanViewSD-SchoolReadiness(37348)12
ZIP9



School Readiness Program Training & Technical Assistance Funding



Exhibit "A"

Sample List of Program Activities

(Pre-Approval is REQUIRED for ALL activities)



Preschool GLAD Training (Retained Cost)



Early Language and Literacy Classroom Observation Training (ELLCO)



Early Childhood Environment Rating Scale-R (ECERS)



Center for Improving the Readiness of Children for Learning and Education Transitions (CIRCLE)



Preschool Learning Foundations



Assessment and Observation – data to drive training and instruction



Desired Results Development Profile – Revised (DRDP-R)



Latino Family Literacy Project



Other appropriate training and training materials pre-approved by the OCDE School Readiness Coordinator



Food, Mileage, Lodging, Travel Expenses



Training not pre-approved by the OCDE School Readiness Coordinator



Substitute Teachers/Extra work hours stipends



Other



WILLIAM M. HAMBRECHT
County Superintendent of Schools

School Readiness Program
Training & Technical Assistance Funding



Expenditures Pre-Approval Form

Submit Form To:
Orange County Department of Education
Krista Murphy
Project Specialist, School Readiness
FAX: 714.437.5446
E-Mail: kmurphy@ocde.us

School District: _____
Date Submitted: _____

Expenditure Description	Amount
Vendor Name: _____ <input type="checkbox"/> Materials <input type="checkbox"/> Conference/Training <input type="checkbox"/> Retained Cost	
Vendor Name: _____ <input type="checkbox"/> Materials <input type="checkbox"/> Conference/Training <input type="checkbox"/> Retained Cost	
Vendor Name: _____ <input type="checkbox"/> Materials <input type="checkbox"/> Conference/Training <input type="checkbox"/> Retained Cost	
Vendor Name: _____ <input type="checkbox"/> Materials <input type="checkbox"/> Conference/Training <input type="checkbox"/> Retained Cost	
Vendor Name: _____ <input type="checkbox"/> Materials <input type="checkbox"/> Conference/Training <input type="checkbox"/> Retained Cost	
Vendor Name: _____ <input type="checkbox"/> Materials <input type="checkbox"/> Conference/Training <input type="checkbox"/> Retained Cost	
Vendor Name: _____ <input type="checkbox"/> Materials <input type="checkbox"/> Conference/Training <input type="checkbox"/> Retained Cost	
Vendor Name: _____ <input type="checkbox"/> Materials <input type="checkbox"/> Conference/Training <input type="checkbox"/> Retained Cost	

Required Attachments:

Conferences/Trainings – Flier, Registration Form, and List of Attendees

Materials – List of Materials to include vendor name, shipping cost, taxes, and any additional costs in excess of actual materials.

Retained Costs:

Some OCDE Provided Trainings/Materials may be considered retained costs (i.e. Preschool GLAD, SEED Trainings) which require no Purchase Order. Please contact Mary Johnson @ 714.327.1076 or mjohnson@ocde.us to verify the nature of your transaction.

Approval:

Krista Murphy, Project Specialist, School Readiness

Date



WILLIAM M. HABERMehl
County Superintendent of Schools

School Readiness Program
Training & Technical Assistance Funding

Exhibit "C"



Services for
Early Education
& Development

Expenditures Claim Form

Submit Form To:
Orange County Department of Education
Krista Murphy
Project Specialist, School Readiness
FAX: 714.437.5446
E-Mail: kmurphy@ocde.us

School District: _____

Date Submitted: _____

Expenditure Description	Pre-Approval Date	Amount
Vendor Name: <input type="checkbox"/> Materials <input type="checkbox"/> Conference/Training <input type="checkbox"/> Retained Cost		
Vendor Name: <input type="checkbox"/> Materials <input type="checkbox"/> Conference/Training <input type="checkbox"/> Retained Cost		
Vendor Name: <input type="checkbox"/> Materials <input type="checkbox"/> Conference/Training <input type="checkbox"/> Retained Cost		
Vendor Name: <input type="checkbox"/> Materials <input type="checkbox"/> Conference/Training <input type="checkbox"/> Retained Cost		
Vendor Name: <input type="checkbox"/> Materials <input type="checkbox"/> Conference/Training <input type="checkbox"/> Retained Cost		
Vendor Name: <input type="checkbox"/> Materials <input type="checkbox"/> Conference/Training <input type="checkbox"/> Retained Cost		
Vendor Name: <input type="checkbox"/> Materials <input type="checkbox"/> Conference/Training <input type="checkbox"/> Retained Cost		

Required Attachments:

- Conferences/Trainings* – Copy of paid purchase order and Copy of sign-in Sheet
- Materials* – Copy of paid purchase order

Retained Costs:

Attachments for retained costs (e.g. sign-in sheets for Preschool GLAD, SEED trainings) will be attached by OCDE.

Approval: _____
Krista Murphy, Project Specialist, School Readiness

_____ Date

6. RATIFICATION OF AGREEMENT WITH YMCA OF ORANGE COUNTY WEST COUNTY FAMILY SPORTS PROGRAM AT VISTA VIEW MIDDLE SCHOOL

(V) (C)

Superintendent's Recommendation

It is respectfully recommended that the Board of Trustees approve the Ratification of Agreement With YMCA of Orange County West County Family Sports Program at Vista View Middle School, and authorize William V. Loose, Ed.D., Superintendent, to execute all necessary documents.

Background Information

The YMCA of Orange County West County Family (WCF) conducts a program to provide student sports activities at school sites daily during lunch periods depending upon weather and staff availability. YMCA staff members offer the program on a "drop in" basis and up to 40 students may participate at one time. If more than 40 students wish to play, the program can be expanded by increasing supervision provided by either the school site or volunteer groups such as the PTSO. YMCA will furnish all equipment for the program.

Current Considerations

YMCA of Orange County WCF has provided this service to Vista View Middle School over the last three years. They are prepared to offer the student sports program to Vista View Middle School during the 2011-2012 school year (Exhibit A).


Financial Implications

The cost is \$75.00 per session for two YMCA staff members to hold sessions five days a week from September 26, 2011, through June 8, 2012. The estimated cost is approximately \$12,000.00 to be funded through the Associated Student Body (ASB) at Vista View Middle School.

Administrator

Mark A. Schiel, Assistant Superintendent, Administrative Services

Associated File Attachments

 [Exhibit A \(Files\)](#)



YMCA PROGRAM SERVICE AGREEMENT

This Agreement is made and entered into this 26th of September 2011, and ending on 8th of June, 2012 and between the YMCA of Orange County West County Family, a not-for-profit corporation and Vista View Middle School, referred to throughout this Agreement as the YMCA and Program Service Recipient.

WHEREAS, Program Service Recipient agrees to have YMCA conduct program at the Program Service Recipient premises and,

WHEREAS, the YMCA desires to utilize the premises of the Program Service Recipient in order to conduct program; and,

WHEREAS, it is the desire of the parties to memorialize this understanding in a written agreement in which the YMCA shall conduct program at the premises owned by Program Service Recipient and the YMCA shall be allowed to conduct program pursuant to the terms and conditions of this Agreement.

NOW THEREFORE, in consideration of the mutual promises set forth below, the parties hereby agree as follows:

1. Term

The term of this Agreement shall be for the period of September 26th through June 8, 2012 and is subject to renewal for subsequent terms by agreement of both parties. Either party can cancel services with a 30 day written notice.

2. Program

The purpose of this program is to provide a structured sports program during the children's lunch times. This program will help in the prevention of childhood obesity; teach fair play and sportsmanship, cooperation and teamwork. Overall program outcome is geared toward children becoming active daily, develop an appreciation for physical fitness and have fun.

3. Payment

The Program Service Recipient agrees to compensate the YMCA for performance of the services above on the following basis:

First payment of \$1875 due by October 28, 2011 (9/26-10/28, 5 weeks, \$75/day, 5 days a week)

Second payment of \$2175 due by December 16, 2011 (10/31-12/16, 6 weeks, \$75/day, 5 days a week – no session on 11/11, 11/21 ~ 25)

Third payment of \$2700 due by February 23, 2012 (1/3-2/24, 8 weeks, \$75/day, 5 days a week – no session on 1/16, 2/13, 2/20)

Fourth payment of \$3000 due by April 29, 2012 (2/27-4/29, 8 weeks, \$75/day, 5 days a week – no session 4/9-4/13)

Final payment of \$2175 due by June 8, 2012 (4/30-6/8, 6 weeks, \$75/day, 5 days a week – no session 5/28)

4. Responsibilities of Program Service Recipient: Must provide a qualified assistant during program hours in order to maintain a 20 child to 1 adult (utilizing YMCA staff and/or volunteers and Vista View staff) ratio for supervision purposes.

- a. Program Service Recipient shall solely be responsible for malfunctions, maintenance and repairs of equipment, facilities, premises or property. This shall include malfunctions, maintenance and repair to the equipment, facilities, premises or property provided by Program Service Recipient.
- b. The Program Service Recipient shall be responsible for full compliance with all cleaning procedures as regulated by the Department of Public Health. This shall include, but not be limited to routine and surrounding area housekeeping.
- c. The Program Service Recipient shall not violate any City, County, or State Law in or about the said premises.

5. Responsibility of YMCA

- a. To provide qualified YMCA staff during program hours. Each staff member shall have been screened, trained, have proper certifications for the program.
- b. Hire, staff, train and supervise all program staff.
- c. Provide program including: Program service during noon time sports hours and equipment
Ratio will be: 1 to 20 (utilizing YMCA staff and/or volunteers and Vista View staff).
- d. Pay all compensation with respect to its staff including wages and employment taxes and benefits.

- e. The YMCA Director or his/her designee will promptly notify the designated Program Service Recipient representative of any needed repairs and will inform the representative of any safety or code violations which may require temporary closure until repair work is completed.
- f. YMCA shall be responsible for participant registration for the program and shall maintain records and related documents.
- g. YMCA shall be responsible for obtaining and maintaining participant's waivers for the program.

6. Insurance

The YMCA shall maintain at its expense during the term of this Agreement comprehensive general liability insurance for the joint protection of the YMCA and the Program Service Recipient against claims for personal injury, death or property damage arising out of the negligence by the YMCA and/or its agents arising out of the program on the premises of the Program Service Recipient property. The insurance shall be in the minimum amount of One Million Dollars (\$1,000,000) per occurrence. Program Service Recipient shall maintain at its expense during the terms of this Agreement comprehensive general liability insurance for the joint protection of Service Recipient and the YMCA against claims of personal injury, death or property damage. The insurance shall be in the minimum amount of One Million Dollars (\$1,000,000) per occurrence. EXCLUDED FROM THE INSURANCE COVERAGE PROVIDED BY YMCA, IS ANY OCCURRENCE WHILE ON PROGRAM SERVICE RECIPIENTS PREMISES THAT WAS NOT DUE TO THE YMCA'S NEGLIGENCE. THE PROGRAM SERVICE RECIPIENT'S INSURANCE SHALL BE THE SOLE REMEDY FOR SUCH LOSSES.

7. Indemnification

- A. Program Service Recipient shall indemnify, defend with competent counsel and hold the YMCA, its employees and agents harmless of and from any loss, damage, claim or expense including reasonable attorney's fees arising out of any act by Program Service Recipient and/or a Program Service Recipient Employee or Agent which causes harm of any type to an employee or participant in the YMCA program.
- B. YMCA shall indemnify, defend with competent counsel and hold the Program Service Recipient its employees and agents harmless of and from any loss, damage, claim or expense including reasonable attorney's fees arising out of any act by YMCA and/or a YMCA Employee or Agent which causes harm of any type to an employee or participant in the YMCA program.

8. Assignment

Neither the Program Service Recipient nor the YMCA shall have the right to assign this Agreement without prior written consent of both parties.

9. Attorney's Fees

If a suit or action is brought to enforce this Agreement or any provision hereof, or to rescind or disaffirm this Agreement or any provision hereof, the prevailing party shall be entitled to recover reasonable attorney's fees and expenses, both trial and appellate, in addition to its costs and disbursements allowed by law, which shall include the costs of any discovery proceedings.

10. Binding Effect

This Agreement shall be binding upon, and shall inure to the benefit of the parties and their respective successors and assigns.

11. Amendments

No alterations to or modifications of the terms or the provisions of this Agreement shall be effective unless such alteration or such modification is reduced in writing and is then properly executed by the parties hereto.

12. Nonprofit Status of YMCA

Should anything in this Agreement adversely affect the YMCA's not-for-profit status, this Agreement may be voided at the YMCA's sole option.

IN WITNESS WHEREOF, each of the parties has duly executed this Agreement on the day and date shown forth above.

YMCA OF ORANGE COUNTY

Program Service Recipient Name

Signature and Title

Signature and Title

Date: _____

Date: _____

O. NEW BUSINESS

1. GIFTS TO DISTRICT (ACTION)

(V)

Superintendent's Recommendation

It is respectfully recommended that the Board of Trustees accept the donations, as presented, and authorize the Superintendent to send letters of appreciation to the donors.

Background Information

Citizens, local community groups, businesses, and parent/teacher/faculty organizations occasionally make donations of money, materials, or equipment to the District. The donations are given to the District to use at its discretion, or the donor may request a specific use.

Current Considerations

The following donations have been received:

Harbour View School:

1. The PTA donated \$1,804.75.
2. Rainbow Daycare donated \$250.00.
3. Parents donated \$325.00.

Lake View School:

1. Target donated \$161.65.
2. NHB Futbol Club, Inc. donated \$500.00.

Marine View Middle School:

1. Target donated \$98.78.

Mesa View Middle School:

1. Edison donated \$37.50.
2. John Minnicucci donated \$37.50 through Edison.

3. Kroger donated \$200.23.
4. Boeing donated \$6,000.00.

Oak View School:

1. The staff donated \$230.00.
2. Parents donated \$680.00.
3. The PTO donated \$135.20.

Spring View Middle School:

1. Cantrell Photography donated \$741.00.

Sun View School:

1. Target donated \$97.46.

Financial Implications

There is no financial impact on the District's General Fund.

Administrator

William V. Loose, Ed.D., Superintendent

O. NEW BUSINESS

**2. CALIFORNIA PUBLIC RECORDS ACT (CPRA) REQUESTS –
QUARTERLY REPORT – JULY 1, 2011, THROUGH SEPTEMBER
30, 2011 (INFORMATION)**

Superintendent's Recommendation

It is respectfully recommended that the Board of Trustees receive for information the California Public Records Act (CPRA) Requests – Quarterly Report – July 1, 2011, through September 30, 2011.

Background Information

As directed by the Board of Trustees, a log of all California Public Records Act (CPRA) requests received in the Superintendent's office is to be presented to the Board members on a quarterly basis.

Current Considerations

For your information, Exhibit A includes the date that the California Public Records Act request was received in the Superintendent's or other Administrator's office, the name of the requester, the subject of the request, and the current status of the request. The information presented is from July 1, 2011, through September 30, 2011.


Financial Implications

Costs vary and may include copying and mailing expenses as well as staff time needed to research the requested information. Additional expenses may include attorney fees as needed.

Administrator

William V. Loose, Ed.D., Superintendent

Associated File Attachments

 [Exhibit A \(Files\)](#)

**CALIFORNIA PUBLIC RECORDS ACT REQUESTS
2011-2012 School Year**

**Quarterly Report
July 1, 2011 – September 30, 2011**

Date Received	Requester	Subject	Status
7/7/11 (email)	Bill Diepenbrock OC Register	OVSD Budget Reductions – Employee Related	Mailed letter on 7/18/11 acknowledging receipt of request; clarified request via phone call on 7/19/11; emailed response on 7/27/11
8/3/11 (email)	Allen L. Thomas Attorney	Personnel and Political File – John Briscoe	Attorney sent response/clarification letter on 8/13/11; Information provided to Attorney on 8/16/11
8/15/11 (email)	John Briscoe, Trustee	USPS First Class Mail Delivery	Mailed response letter on 8/17/11
8/24/11 (email)	Bill Diepenbrock OC Register	Staff Data on Employees Earning \$25,000 or More in Total Pay in 2010-2011 Fiscal Year	Mailed letter on 9/2/11 acknowledging receipt of request; emailed correspondence 9/1/11, 9/12/11; emailed response on 9/20-21/11
8/30/11 (email)	John Briscoe, Trustee	Redaction of Community Member Name/Handling of Complaint Form	Mailed response letter on 9/2/11

O. NEW BUSINESS

3. QUARTERLY REPORT ON WILLIAMS UNIFORM COMPLAINTS (EDUCATION CODE SECTION 35186) - October 2011 (INFORMATION)

Superintendent's Recommendation

It is respectfully recommended that the Board of Trustees receive for information the Quarterly Report on Williams Uniform Complaints (Education Code Section 35186) - October 2011.

Background Information

Williams vs. State of California was filed as a class action lawsuit in the year 2000, in San Francisco County Superior Court. The plaintiffs included nearly 100 San Francisco County students who filed suit against the State of California and state education agencies, including the California Department of Education (CDE). The basis of their lawsuit involved agencies failing to provide public school students with equal access to instructional materials, safe and decent school facilities, and qualified teachers. As a result of the settlement, all school districts must provide a quarterly report to the Board of Trustees and the County Superintendent of School.

Current Considerations

The Williams case was settled in 2004, resulting in the state of California allocating \$138 million in additional funding for standards aligned instructional materials for schools in the first, second and third ranks (known as deciles), determined through the 2003 Academic Performance Index (API) Base. The legislated settlement was implemented through Senate Bill (SB) 6, SB 550, Assembly Bill (AB) 1550, AB 2727, AB 3001, in August 2004. Up to 2.3 million California public school students may benefit from funding related to the Williams case settlement.

As a result of the Williams case, all school districts must:

1. Modify the current uniform complaint process to help identify and resolve any deficiencies related to instructional materials, teacher vacancies and misassignments, and emergency or urgent facility conditions that pose a threat to the health and safety of pupils or staff. The Board of Trustees adopted this policy on March 1, 2005.
2. Provide a quarterly report to the Board of Trustees and the County Superintendent of Schools on the nature and resolution of all complaints, including the number of complaints by general subject area, and the number of resolved and unresolved complaints. Complaints and written responses shall be available as public records.
3. Post a notice in each classroom in each school notifying parents (a) that there are sufficient textbooks and instructional materials for use in class and to take home to complete homework; (b) that school facilities must be clean, safe and maintained in good repair; (c) that teacher vacancies are filled with credentialed teachers and assigned appropriately, and; (d) the location where a complaint form may be obtained.
4. Quarterly reports are due to the Board of Trustees and the County Superintendent of Schools each year:

First Quarter: July 1- September 30 (Report due by October 31)

Second Quarter: October 1 - December 31 (Report due by January 31)

Third Quarter: January 1 - March 31 (Report due by July 30)

Fourth Quarter: April 1 - June 30 (Report due by July 31)

The quarterly report for the first quarter is attached as Exhibit A.


Financial Implications

There is no financial impact to the General Fund.

Administrator

E. Michael Rossi, Consultant, Human Resources

Associated File Attachments

 [Exhibit A \(Files\)](#)

2011-2012 Quarterly Report on Williams Uniform Complaints
[Required by Education Code Section 35186]

Print Form

District: Ocean View School District

Person completing this form: Janet Worley

Title: Administrative Assistant

- Quarter #1 July 1 to September 30, 2011 Report due by October 31, 2011
- Quarter #2 October 1 to December 31, 2011 Report due by January 31, 2012
- Quarter #3 January 1 to March 31, 2012 Report due by April 30, 2012
- Quarter #4 April 1 to June 30, 2012 Report due by July 31, 2012

Date information will be reported publicly at governing board meeting: October 4, 2011

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarized the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0		
Teacher Vacancies or Misassignments	0		
Facility Conditions	0		
CAHSEE Intensive Instruction & Services (High school districts only)			
TOTALS	0		

Print name of Superintendent: William V. Loose, Ed.D

Signature of Superintendent: _____ Date: _____

Please submit to: Suzie Strelecki
 Senior Administrative Assistant
 200 Kalmus Drive, B-1009
 P.O. Box 9050, Costa Mesa, CA 92628-9050
 (714) 966-4336 or fax to: (714) 549-2657

4. PERSONNEL COMMISSIONER – OCEAN VIEW SCHOOL DISTRICT BOARD APPOINTEE (INFORMATION)

Superintendent's Recommendation

It is respectfully recommended that the Board of Trustees receive this information and provide direction for staff in this matter. E. Michael Rossi, Consultant, Human Resources, will be available to respond to questions from the Board of Trustees.

Background Information

The current Board appointee for Ocean View School District to the Personnel Commission is Allan Pogrund, Ed.D. His term expires on December 1, 2011. Dr. Pogrund has indicated his continued interest in service as the Board's appointee to the Personnel Commission. According to Education Code Section 45246, on or before September 30, 2011, it is incumbent upon the governing board to announce the name of the person it intends to appoint or reappoint to the Personnel Commission. Once this announcement is made, there is a time period, no sooner than 30 days and no later than 45 days after the announcement when the governing board must have a public hearing so that the public may express their opinions or views as to the qualifications of the person being recommended by the governing board.

Current Considerations

Dr. Pogrund has served on the Personnel Commission for the past three years in a professional and effective manner. He continues to meet the qualifications of the job description (Exhibit A) and requirements of the Education Code for Personnel Commissioner (Exhibit B) and of the Merit Rules of the Personnel Commission (Exhibit C). The Board may announce that it intends to reappoint Dr. Pogrund to serve another three-year term as Personnel Commissioner, commencing December 1, 2011. If the Board announces Dr. Pogrund as their intended appointee, confirmation of Dr. Pogrund may follow a public hearing at a second Board meeting on this topic, thirty (30) to forty-five (45) days hence.


Financial Implications

The Board's appointee will be eligible to take advantage of benefits, as provided to classified employees in the District, which could have a financial impact on the District's General Fund not to exceed \$7,775.00 per year.


Administrator

Robert W. Lee, Interim Director, Classified Personnel

Associated File Attachments

 [Exhibit A \(Files\)](#)

 [Exhibit B \(Files\)](#)

 [Exhibit C \(Files\)](#)

OCEAN VIEW SCHOOL DISTRICT

Job Description

PERSONNEL COMMISSIONER

THE COMMISSION

A Personnel Commission is a nonpartisan public body responsible for the administration of a *merit system* for the selection, retention, and promotion of classified (non-teaching) employees in a public school district. By law, it is composed of three members appointed for three year terms with the term of one member expiring each year. The Personnel Commissioners are selected as follows: One member is selected by the Governing Board, one member is selected by the employees' organization representing the largest number of classified employees, and the third member is selected by the other two Personnel Commissioners.

DISTINGUISHING FEATURES OF WORK

Personnel Commissions have a threefold responsibility:

1. To cooperate with the governing board and administrators in the quest for competent employees and a sound plan of personnel administration
2. To represent the interests of the general public by providing a personnel system dedicated to hiring, retaining and promoting competent workers in the service of the jurisdiction, and
3. To see that classified employees receive fair and equitable treatment

This three-way division of responsibilities sometimes places commissioners in the position of being mediators between the conflicting interests of employees, management, and general public. They must make equitable decisions - decisions which are fair and which contribute to the overall goal of a sound personnel program based on merit.

EXAMPLES OF WORK

Specific functions with which personnel commissioners in California school districts and county superintendents' have been charged by the Education Code are: The classification of all positions in the classified service; recommending salary schedules and rates of pay to the governing board; hearing and deciding appeals in regard to the disciplinary actions against classified employees; the adoption and revision of rules which will provide for the procedures to be followed by the governing board as they pertain to the classified service regarding applications, examinations, eligibility, appointments, promotions, demotions, transfers, dismissals, resignations, layoffs, reemployment, vacations, leaves of absence, compensation within classification, job analysis and specifications, service ratings, public advertisement of examinations, rejection of unfit applicants without competition, and any other matter necessary to carry out the provisions and purposes of the merit system. Effective July 1976, salaries and fringe benefits, leaves of absence, transfers and service ratings were made subject to negotiation by the governing board and employees' organizations. The role of the Personnel Commission in these areas is not clear at the present time. The personnel Commission directs the Classified Personnel director and staff and insures that the provisions of the merit system are carried out.

REQUIREMENTS

To be eligible for appointment or reappointment to the Personnel Commission a person:

- Shall be a registered voter and resident within the boundaries of the school district or territorial jurisdiction of a county superintendent.
- Shall be a known adherent to the principle of the merit system, which is the selection, retention and promotion of individuals upon the basis of merit and fitness. A known adherent of the merit system shall mean a person who by the nature of his prior public or private service, has given evidence that he supports the concept of the merit system.
- Shall not be a member of the governing board of the same school district or a county board of education.
- Shall be an employee of the same school district or county board of education.

DESIRABLE QUALIFICATIONS

Volunteer or paid experience associated with work with community groups and organizations including public agencies; concern with the educational system in the school district; familiarity with the merit system, its concepts and philosophy; ability to work with administrators and employee organization groups and some knowledge of labor relations and recent legislative developments in this arena in the State of California; the time to actively engage in Personnel Commission activities including attending meetings of Personnel Commissioners, attend workshops related to Personnel Commission functions and conferences dealing with the merit system and responsibilities of the Personnel Commission. Revised 2001

EXHIBIT A

EDUCATION CODE

45243. In any district that has adopted this article there shall be appointed a personnel commission composed of three members. If two or more districts are under the jurisdiction of governing boards of identical personnel, only one commission shall be appointed. In those cases this article shall apply alike to all of the districts, and the expenses of the commission shall be paid out of the general funds of all of the districts in proportion to the benefits derived there from as determined by the governing board.

45244. (a) To be eligible for appointment or reappointment to the commission a person shall meet both of the following requirements:

(1) Be a registered voter and resident within the territorial jurisdiction of the school district.

(2) Be a known adherent to the principle of the merit system. No member of the governing board of any school district or a county board of education shall be eligible for appointment, reappointment, or continuance as a member of the commission. During his or her term of service, a member of the commission shall not be an employee of the school district.

(b) As used in this section, residence is that place in which his or her habitation is fixed, wherein the person has the intention of remaining, and to which, whenever he or she is absent, the person has the intention of returning. At a given time, a person may have only one residence.

(c) As used in this section, "known adherent to the principle of the merit system," with respect to a new appointee, means a person who by the nature of his or her prior public or private service has given evidence that he or she supports the concept of employment, continuance in employment, in-service promotional opportunities, and other related matters on the basis of merit and fitness. As used in this section, "known adherent to the principle of the merit system," with respect to a candidate for reappointment, means a commissioner who has clearly demonstrated through meeting attendance and actions that he or she does, in fact, support the merit system and its operation.

45245. One member of the personnel commission shall be appointed by the governing board of the district and one member, nominated by the classified employees of the district, shall be appointed by the governing board of the district. Those two members shall, in turn, appoint the third member. As used in this section, "classified employees" shall mean an exclusive representative which represents the largest number of non-certificated employees in a unit or units within the district. If there is no exclusive representative within the district, the governing board shall, by written rule, prescribe the method by which the recommendation is to be made by its classified employees.

EXHIBIT B

Merit Rules

2.1.4 Commissioner Appointment Procedures

(New Rule

11/09/00)

On or about September 1st of each year, the Director of Classified Personnel shall notify the Board of Trustees and the recognized classified employee organization(s) of the name and home address of the commissioner whose term will be expiring and whether or not that commissioner will accept reappointment for another three-year term. The notification will also provide the name of the appointing authority, and the procedures to be followed in filling the upcoming commissioner position.

A. **The Board of Trustees' Appointment:**

By September 30th, the Board of Trustees shall publicly announce the name of the person it intends to appoint or reappoint. At a Board meeting to be held after thirty (30) and within forty-five (45) days of the date the Board publicly announced its candidate, the Board shall hold a public hearing to provide the public, employees and employee organizations the opportunity to express their views on the qualifications of the person recommended by the Board of Trustees for appointment. The Board, at that time, may make its appointment or may make a substitute appointment or recommendation without further notification or public hearing.

*(Reference Education Code 45246(b) (1)
and (d))*

5. PUBLIC HEARING – RESOLUTION NO. 14:1112 INSTRUCTIONAL MATERIALS FUNDING REALIGNMENT PROGRAM (IMFRP) – FY 2011-2012 (PUBLIC HEARING)

Superintendent's Recommendation

It is respectfully recommended that the Board of Trustees conduct a Public Hearing regarding Resolution No. 14:1112 Instructional Materials Funding Realignment Program (IMFRP) – FY 2011-2012.

Background Information

Assembly Bill 1781 established the Instructional Materials Funding Realignment Program (IMFRP) in the 2002-2003 fiscal year, as a funding source for instructional materials. The Instructional Materials Funding Realignment Program (Education Code Sections 60420-60424) provides that Districts, charter schools, or county offices of education must use funds to ensure that each pupil, K-12, is provided with a standards-aligned textbook or basic instructional materials by the beginning of the first school term that commences no later than 24 months after those materials were adopted by the State Board of Education. For K-8 districts, the standards-aligned instructional materials must be from the following State adoption lists:

- Mathematics&
- Science
- History-Social Science
- English/Language Arts/English Language Development
- Visual and Performing Arts

Current Considerations

Each year, school districts must ensure that they have fully complied with the requirements of Education Code Section 60119, as amended by implementation of the Williams Litigation Settlement Legislation (SB 550). Education Code Section 60119(c) specifies that the governing boards of school districts are subject to the requirements of Education Code Section 60119 in order to receive funding for Instructional Materials (Education Code Section 60252). The following is a summary of requirements:

*The governing board shall hold a public hearing or hearings at which the governing board shall encourage participation by parents, teachers, members of the community, and bargaining unit leaders, and shall make a determination through resolution as to whether each pupil in each school in the district has sufficient textbooks or instructional materials, or both, that are aligned to the academic content standards adopted pursuant to Section 60605 in each of the following subjects, as appropriate, that are consistent with the content and cycles of the curriculum framework adopted by the State Board:

- Mathematics

-Science

-History-Social Science

-English/Language Arts/English Language Development

-Visual and Performing Arts

*The public hearing shall take place on or before the end of the eighth week from the first day pupils attend school for that year. The governing board shall provide ten days' notice of the public hearing. The notice shall contain the time, place, and purpose of the hearing and shall be posted in three public places in the school district. The hearing shall be held at a time that will encourage the attendance of teachers, parents, and guardians of pupils who attend the schools in the district and shall not take place during or immediately following school hours.

*As part of the required hearing, the governing board of a school district shall also make a written determination as to whether each pupil enrolled in a foreign language or health course has sufficient textbooks or instructional materials that are consistent and aligned with the academic content standards and cycles of the curriculum frameworks adopted by the State Board for those subjects.

*If the governing board determines that there are insufficient textbooks or instructional materials, or both, the governing board shall provide information to classroom teachers and to the public setting forth, for each school in which an insufficiency exists, the reasons that each pupil does not have sufficient textbooks or instructional materials, or both, and take any action, except an action that would require reimbursement by the Commission on State Mandates, to ensure that each pupil has sufficient textbooks or instructional materials, or both, within two months of the beginning of the school year in which the determination is made. The definition of "Sufficient textbooks or instructional materials" means that each pupil, including English Learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home. It does not require two sets of textbooks or instructional materials for each pupil. "Sufficient textbooks or instructional materials" does not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage. Once a local governing board certifies that it has provided each pupil with standards-aligned instructional materials, the district may use any remaining IMFRP funds to purchase other instructional materials consistent with the content and cycles of the curriculum frameworks. The local governing board may schedule this certification in conjunction with the annual public hearing and resolution required under Education Code Section 60119. Ocean View School District has sufficient textbooks or instructional materials for all students in all core curriculum areas of reading/language arts, mathematics, science, history/social science, and visual and performing arts. In addition, the District has sufficient textbooks and instructional materials for eighth grade students enrolled in a Spanish I course. As student growth occurs in the District, additional funds will be used to provide textbooks and instructional materials for new students as well as replacement books for lost materials. Resolution No. 14:1112 is presented as Exhibit A, determining that the Board of Trustees has complied with the conditions of the Instructional Materials Funding Realignment Program (IMFRP) as required by the Williams Litigation Settlement Legislation (SB 550), and certifying that each pupil has been provided with standards-aligned instructional materials.

Financial Implications

In 2011-2012, it is anticipated that Ocean View School District will receive approximately \$520,088 from the State Instructional Materials Funding Realignment Program to purchase standards-based core materials, or to use for other educational purposes as per Senate Bill SBX3 4. In addition, the District will receive \$169,418 from Proposition 20 lottery funds for

the purchase of standards-based instructional materials.

Administrator

Kathy Frazier, Ed.D., Assistant Superintendent, Curriculum & Instruction

Associated File Attachments



Exhibit A (Files)

OCEAN VIEW SCHOOL DISTRICT
Huntington Beach, California 92647

RESOLUTION NO. 14:1112

RESOLUTION OF THE BOARD OF TRUSTEES OF THE OCEAN VIEW SCHOOL DISTRICT DETERMINING SUFFICIENCY OF TEXTBOOKS AND INSTRUCTIONAL MATERIALS AND CERTIFYING THAT EACH PUPIL HAS BEEN PROVIDED WITH STANDARDS-ALIGNED INSTRUCTIONAL MATERIALS FOR 2011-2012

WHEREAS, Education Code Section 60119 establishes steps and procedures to ensure the availability of textbooks and instructional materials in order to be eligible to receive funds for that purpose, and;

WHEREAS, the procedures require that school districts take appropriate action to ensure the availability of textbooks and instructional materials on a yearly basis, and;

WHEREAS, pursuant to Education Code Sections 60119 and 60422(b), the governing board is required to hold a public hearing to encourage participation by parents, teachers, and members of the community, and bargaining unit leaders, and;

WHEREAS, the governing board is required to provide ten (10) days notice of the public hearing, and;

WHEREAS, the notice shall contain the time, place, and purpose of the hearing and be posted in three public places within the school district, and;

WHEREAS, the hearing shall be held at a time that will encourage the attendance of teachers and parents and guardians of pupils who attend the schools in the district and shall not take place during or immediately following school hours, and;

WHEREAS, the governing Board of a school district, as part of the required hearing, shall also make a written determination as to whether each pupil enrolled in a foreign language or health course has sufficient textbooks or instructional materials that are consistent and aligned with the academic content standards and cycles of the curriculum frameworks adopted by the state board for those subjects, and;

WHEREAS, a public hearing was held on October 4, 2011, which is on or before the eighth week of school, and;

WHEREAS, the Board is required to make a determination, through a resolution, as to whether each pupil in each school in the district has sufficient textbooks or instructional materials, or both, that are aligned to the academic content standards adopted pursuant to Education Code Section 60605 in each of the following subjects, as appropriate, that are consistent with the content and cycles of the curriculum framework adopted by the State Board:

- History-Social Science
- Mathematics
- Science
- English/language arts, including the English language development component of an adopted program
- Visual and Performing Arts

NOW, THEREFORE, BE IT RESOLVED THAT the Ocean View School District Board of Trustees makes the determination that each pupil of the District has available sufficient textbooks or instructional materials, or both, that are aligned to the academic content standards adopted pursuant to Education Code Section 60605 in each subject listed above, consistent with the content and cycles of the curriculum framework and content standards adopted by the State Board and adopted by this Board in accordance with the procedures as established.

BE IT FURTHER RESOLVED that for the 2010-2011 school year, Ocean View School District Board of Trustees certifies that as of this date, each pupil in Ocean View School District, in Kindergarten through Grade Eight, has been provided with a standards-aligned textbook or basic instructional materials in each of the following areas: History/Social Science; mathematics; Reading/Language Arts; Science. These instructional materials were purchased from an approved standards-aligned state adoption list as required by CCR, Title 5, Section 9531.

CERTIFIED, APPROVED, AND ADOPTED THIS ____ day of _____, 2011, by the Board of Trustees of the Ocean View School District of Orange County, California.

AYES:
NOES:
ABSENT:

STATE OF CALIFORNIA
COUNTY OF ORANGE

I, William V. Loose, Ed.D., Secretary of the Board of Education of the Ocean View School District of Huntington Beach, California, hereby certify that the above and foregoing Resolution was duly and regularly adopted by said Board at a regular meeting thereof held on _____, 2011, and passed by a _____ vote of said Board.

William V. Loose, Ed.D.
Secretary to the Board of Trustees

ATTESTED TO:

Tracy Pellman
Clerk, Board of Trustees

O. NEW BUSINESS

6. RESOLUTION NO. 14:1112 INSTRUCTIONAL MATERIALS FUNDING REALIGNMENT PROGRAM (IMFRP) – FY 2011-2012 (ACTION)

(v)

Superintendent's Recommendation

It is respectfully recommended that the Board of Trustees approve Resolution No. 14:1112 Instructional Materials Funding Realignment Program (IMFRP) – FY 2011-2012.

Background Information

Assembly Bill 1781 established the Instructional Materials Funding Realignment Program (IMFRP) in the 2002-2003 fiscal year, as a funding source for instructional materials. The Instructional Materials Funding Realignment Program (Education Code Sections 60420-60424) provides that Districts, charter schools, or county offices of education must use funds to ensure that each pupil, K-12, is provided with a standards-aligned textbook or basic instructional materials by the beginning of the first school term that commences no later than 24 months after those materials were adopted by the State Board of Education. For K-8 districts, the standards-aligned instructional materials must be from the following State adoption lists:

- Mathematics
- Science
- History-Social Science
- English/Language Arts/English Language Development
- Visual and Performing Arts

Current Considerations

Each year, school districts must ensure that they have fully complied with the requirements of Education Code Section 60119, as amended by implementation of the Williams Litigation Settlement Legislation (SB 550). Education Code Section 60119(c) specifies that the governing boards of school districts are subject to the requirements of Education Code Section 60119 in order to receive funding for Instructional Materials (Education Code Section 60252). The following is a summary of requirements:

*The governing board shall hold a public hearing or hearings at which the governing board shall encourage participation by parents, teachers, members of the community, and bargaining unit leaders, and shall make a determination through resolution as to whether each pupil in each school in the district has sufficient textbooks or instructional materials, or both, that are aligned to the academic content standards adopted pursuant to Section 60605 in each of the following subjects, as appropriate, that are consistent with the content and cycles of the curriculum framework adopted by the State Board:

- Mathematics
- Science

-History-Social Science

-English/Language Arts/English Language Development

-Visual and Performing Arts

*The public hearing shall take place on or before the end of the eighth week from the first day pupils attend school for that year. The governing board shall provide ten days' notice of the public hearing. The notice shall contain the time, place, and purpose of the hearing and shall be posted in three public places in the school district. The hearing shall be held at a time that will encourage the attendance of teachers, parents, and guardians of pupils who attend the schools in the district and shall not take place during or immediately following school hours.

*As part of the required hearing, the governing board of a school district shall also make a written determination as to whether each pupil enrolled in a foreign language or health course has sufficient textbooks or instructional materials that are consistent and aligned with the academic content standards and cycles of the curriculum frameworks adopted by the State Board for those subjects.

*If the governing board determines that there are insufficient textbooks or instructional materials, or both, the governing board shall provide information to classroom teachers and to the public setting forth, for each school in which an insufficiency exists, the reasons that each pupil does not have sufficient textbooks or instructional materials, or both, and take any action, except an action that would require reimbursement by the Commission on State Mandates, to ensure that each pupil has sufficient textbooks or instructional materials, or both, within two months of the beginning of the school year in which the determination is made. The definition of "Sufficient textbooks or instructional materials" means that each pupil, including English Learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home. It does not require two sets of textbooks or instructional materials for each pupil. "Sufficient textbooks or instructional materials" does not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage. Once a local governing board certifies that it has provided each pupil with standards-aligned instructional materials, the district may use any remaining IMFRP funds to purchase other instructional materials consistent with the content and cycles of the curriculum frameworks. The local governing board may schedule this certification in conjunction with the annual public hearing and resolution required under Education Code Section 60119. Ocean View School District has sufficient textbooks or instructional materials for all students in all core curriculum areas of reading/language arts, mathematics, science, history/social science, and visual and performing arts. In addition, the District has sufficient textbooks and instructional materials for eighth grade students enrolled in a Spanish I course. As student growth occurs in the District, additional funds will be used to provide textbooks and instructional materials for new students as well as replacement books for lost materials. Resolution No. 14:1112 is presented as Exhibit A, determining that the Board of Trustees has complied with the conditions of the Instructional Materials Funding Realignment Program (IMFRP) as required by the Williams Litigation Settlement Legislation (SB 550), and certifying that each pupil has been provided with standards-aligned instructional materials.

A public hearing pertaining to this Resolution was held at the October 4, 2011, Board of Trustees' meeting.

Financial Implications


In 2011-2012, it is anticipated that Ocean View School District will receive approximately \$520,088 from the State Instructional Materials Funding Realignment Program to purchase

standards-based core materials, or to use for other educational purposes as per Senate Bill SBX3 4. In addition, the District will receive \$169,418 from Proposition 20 lottery funds for the purchase of standards-based instructional materials.

Administrator

Kathy Frazier, Ed.D., Assistant Superintendent, Curriculum and Instruction

Associated File Attachments

 [Exhibit A \(Files\)](#)

OCEAN VIEW SCHOOL DISTRICT
Huntington Beach, California 92647

RESOLUTION NO. 14:1112

RESOLUTION OF THE BOARD OF TRUSTEES OF THE OCEAN VIEW SCHOOL DISTRICT DETERMINING SUFFICIENCY OF TEXTBOOKS AND INSTRUCTIONAL MATERIALS AND CERTIFYING THAT EACH PUPIL HAS BEEN PROVIDED WITH STANDARDS-ALIGNED INSTRUCTIONAL MATERIALS FOR 2011-2012

WHEREAS, Education Code Section 60119 establishes steps and procedures to ensure the availability of textbooks and instructional materials in order to be eligible to receive funds for that purpose, and;

WHEREAS, the procedures require that school districts take appropriate action to ensure the availability of textbooks and instructional materials on a yearly basis, and;

WHEREAS, pursuant to Education Code Sections 60119 and 60422(b), the governing board is required to hold a public hearing to encourage participation by parents, teachers, and members of the community, and bargaining unit leaders, and;

WHEREAS, the governing board is required to provide ten (10) days notice of the public hearing, and;

WHEREAS, the notice shall contain the time, place, and purpose of the hearing and be posted in three public places within the school district, and;

WHEREAS, the hearing shall be held at a time that will encourage the attendance of teachers and parents and guardians of pupils who attend the schools in the district and shall not take place during or immediately following school hours, and;

WHEREAS, the governing Board of a school district, as part of the required hearing, shall also make a written determination as to whether each pupil enrolled in a foreign language or health course has sufficient textbooks or instructional materials that are consistent and aligned with the academic content standards and cycles of the curriculum frameworks adopted by the state board for those subjects, and;

WHEREAS, a public hearing was held on October 4, 2011, which is on or before the eighth week of school, and;

WHEREAS, the Board is required to make a determination, through a resolution, as to whether each pupil in each school in the district has sufficient textbooks or instructional materials, or both, that are aligned to the academic content standards adopted pursuant to Education Code Section 60605 in each of the following subjects, as appropriate, that are consistent with the content and cycles of the curriculum framework adopted by the State Board:

- History-Social Science
- Mathematics
- Science
- English/language arts, including the English language development component of an adopted program
- Visual and Performing Arts

NOW, THEREFORE, BE IT RESOLVED THAT the Ocean View School District Board of Trustees makes the determination that each pupil of the District has available sufficient textbooks or instructional materials, or both, that are aligned to the academic content standards adopted pursuant to Education Code Section 60605 in each subject listed above, consistent with the content and cycles of the curriculum framework and content standards adopted by the State Board and adopted by this Board in accordance with the procedures as established.

BE IT FURTHER RESOLVED that for the 2010-2011 school year, Ocean View School District Board of Trustees certifies that as of this date, each pupil in Ocean View School District, in Kindergarten through Grade Eight, has been provided with a standards-aligned textbook or basic instructional materials in each of the following areas: History/Social Science; mathematics; Reading/Language Arts; Science. These instructional materials were purchased from an approved standards-aligned state adoption list as required by CCR, Title 5, Section 9531.

CERTIFIED, APPROVED, AND ADOPTED THIS ____ day of _____, 2011, by the Board of Trustees of the Ocean View School District of Orange County, California.

AYES:
NOES:
ABSENT:

STATE OF CALIFORNIA
COUNTY OF ORANGE

I, William V. Loose, Ed.D., Secretary of the Board of Education of the Ocean View School District of Huntington Beach, California, hereby certify that the above and foregoing Resolution was duly and regularly adopted by said Board at a regular meeting thereof held on _____, 2011, and passed by a _____ vote of said Board.

William V. Loose, Ed.D.
Secretary to the Board of Trustees

ATTESTED TO:

Tracy Pellman
Clerk, Board of Trustees

7. RESOLUTION NO. 17:1112 - LAYOFF BY REDUCTION IN HOURS FOR CLASSIFIED EMPLOYEES DUE TO LACK OF WORK AND/OR LACK OF FUNDS (ACTION)

(V)

Superintendent's Recommendation

It is respectfully recommended that the Board of Trustees approve Resolution No. 17:1112 - Layoff by Reduction in Hours for Classified Employees Due to Lack of Work and/or Lack of Funds. E. Michael Rossi, Consultant, Human Resources, will be available to respond to questions from the Board of Trustees.

Background Information

As the result of the economic crisis facing the nation and specifically, the State of California, it is necessary for governmental institutions to make difficult decisions in order to balance local operating budgets. The strategies to address the District's budget crisis will include taking advantage of the flexibility in categorical programs, consideration of program modifications, suspension of hiring in existing open positions, modifying schedules, and budget revenue enhancements.

Education Code 45117 (Exhibit A) states that the governing board of a school district may implement a layoff for lack of funds in the event of an actual and existing financial inability to pay salaries, or for a lack of work resulting from causes not foreseeable or preventable by the governing board. Education Code 45308 (Exhibit B) states that classified employees shall be subject to layoff for lack of work or lack of funds, and states the order of layoff within a specific class of employees.

Current Considerations

The Superintendent's Cabinet continues to explore ways to identify budget reductions in response to the state budget. Resolution No. 17:1112 (Exhibit C) states that the District is reducing the hours of two (2) part-time classified employees, due to lack of work and/or lack of funds for the 2011-2012 school year. Administration is recommending these reductions due to the change of student needs.


Financial Implications

As a result of this action, there will be a cost savings to the General Fund of approximately \$6,719.58, for the 2011-2012 fiscal year.

Administrator

E. Michael Rossi, Consultant, Human Resources

Associated File Attachments

 [Exhibits A, B, C \(Files\)](#)

California Education Code
Education Code §45117

- (a) When, as a result of the expiration of a specially funded program, classified positions must be eliminated at the end of any school year, and classified employees will be subject to layoff for lack of funds, the employees to be laid off at the end of the school year shall be given written notice on or before April 29 informing them of their layoff effective at the end of the school year and of their displacement rights, if any, and reemployment rights. However, if the termination date of any specially funded program is other than June 30, the notice shall be given not less than 45 days prior to the effective date of their layoff.
- (b) When, as a result of a bona fide reduction or elimination of the service being performed by any department, classified employees shall be subject to layoff for lack of work, affected employees shall be given notice of layoff not less than 45 days prior to the effective date of layoff, and informed of their displacement rights, if any, and reemployment rights.
- (c)
 - (1) A classified employee may not be laid off if a short-term employee is retained to render a service that the classified employee is qualified to render. This subdivision does not create a 45-day layoff notice requirement for any individual hired as a short-term employee, as defined in Section 45103, for a period not exceeding 45 days.
 - (2) This subdivision does not apply to the retention of a short-term employee, as defined in Section 45103, who is hired for a period not exceeding 45 days after which the short-term service may not be extended or renewed.
- (d) This section does not preclude the governing board of a school district from implementing either of the following actions without providing the notice required by subdivision (a) or (b):
 - (1) A layoff for a lack of funds in the event of an actual and existing financial inability to pay the salaries of classified employees.
 - (2) A layoff for a lack of work resulting from causes not foreseeable or preventable by the governing board.
- (e) This section shall apply to districts that have adopted the merit system in the same manner and effect as if it were a part of Article 6 (commencing with Section 45240).

California Education Code
Education Code §45308

Classified employees shall be subject to layoff for lack of work or lack of funds. Whenever a classified employee is laid off, the order of layoff within the class shall be determined by length of service. The employee who has been employed the shortest time in the class, plus higher classes, shall be laid off first. Reemployment shall be in the reverse order of layoff. For purposes of this section, in school districts with an average daily attendance below 400,000, for service commencing or continuing after July 1, 1971, "length of service" means all hours in paid status, whether during the school year, a holiday, recess, or during any period that a school is in session or closed, but does not include any hours compensated solely on an overtime basis as provided for in Section 45128. Nothing in this section shall preclude the governing board of a school district from entering into an agreement with the exclusive representative of the classified employees that defines "length of service" to mean the hire date. For purposes of this section, in school districts with an average daily attendance of 400,000 or more, for service commencing or continuing after January 1, 1986, "length of service" shall be determined by the date of hire. If a governing board enters into an agreement with the exclusive representative of classified employees that defines "length of service" to mean the hire date, the governing board may define "length of service" to mean the hire date for a classification of employee not represented by any exclusive bargaining unit. Nothing contained in this section shall preclude the granting of "length of service" credit for time spent on unpaid illness leave, unpaid maternity leave, unpaid family care leave, or unpaid industrial accident leave. In addition, for military leave of absence, "length of service" credit shall be granted pursuant to Section 45297. In the event an employee returns to work following any other unpaid leave of absence, no further seniority shall be accrued for the time not worked.

"Hours in paid status" shall not be interpreted to mean any service performed prior to entering into a probationary or permanent status in the classified service of the district except service in restricted positions as provided in this chapter.

Ocean View School District
Huntington Beach, California

RESOLUTION 17:1112

**LAYOFF BY REDUCTION IN HOURS FOR CLASSIFIED
EMPLOYEES DUE TO LACK OF WORK AND/OR LACK OF FUNDS**

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees of the Ocean View School District hereby determines that the following positions be reduced in assigned time for lack of work and/or lack of funds pursuant to Education Code sections 45117 and 45308.

INSTRUCTIONAL ASSISTANT – SEVERELY DISABLED

Reduction in Position for One (1) Part-Time Instructional Assistant – Severely Disabled

CHILD CARE ATTENDANT

Reduction in Position for One (1) Part Time Child Care Attendant

BE IT FURTHER RESOLVED by the Board of Trustees as follows:

1. That due to a lack of work and/or lack of funds, the number of classified employees and the amount of service rendered shall be reduced by layoff as specified above, pursuant to Education Code section 45308.
2. That the Superintendent is directed to give notice of layoff to the affected classified employees pursuant to the requirements of law.
3. That said layoff shall become effective on November 19, 2011, subject to negotiations to the extent required by law.
4. That employees laid off pursuant to this Resolution shall be eligible for reemployment pursuant to Education Code section 45298.

Adopted by the Board of Trustees of the Ocean View School District on October 4, 2011, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

Secretary of the Board

EXHIBIT C