

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #890

DATE: April 8, 2014

PLACE: **Oak Park High School Presentation Room – G-9**
899 N. Kanan Road, Oak Park, CA 91377

TIME: **5:00 p.m. Closed Session – G9**
6:00 p.m. Open Session – G9

The Mission of the Oak Park Unified School District is to provide students with a strong foundation for learning, which meets the challenge of the present and of the future through a balanced education, that includes academic achievement, personal growth and social responsibility.

BOARD OF EDUCATION

Mary Pallant, President
Sepideh Yeoh, Vice President
Jennifer von Schneidau, Clerk
Barbara Laifman, Member
Allen Rosen, Member
Brooke Pestano, Student Board Representative

EDUCATING TOMORROW'S LEADERS

ADMINISTRATION

Dr. Anthony W. Knight, Superintendent
Linda Sheridan, Executive Assistant
Martin Klauss, Assistant Superintendent, Business & Administrative Services
Dr. Leslie Heilbron, Assistant Superintendent, Human Resources
Cliff Moore, Consultant
Enoch Kwok, Director, Educational Technology & Information Systems
Susan Roberts, Director, Pupil Services

COPY OF ENTIRE AGENDA ON WEB SITE
WWW.OAKPARKUSD.ORG

INDIVIDUALS WHO REQUIRE SPECIAL ACCOMMODATION TO PARTICIPATE IN A BOARD MEETING, INCLUDING BUT NOT LIMITED TO AN AMERICAN SIGN LANGUAGE INTERPRETER, ACCESSIBLE SEATING OR DOCUMENTATION IN ACCESSIBLE FORMATS, SHOULD CONTACT THE SUPERINTENDENT'S OFFICE 72 HOURS PRIOR TO THE MEETING TO ENABLE THE DISTRICT TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCOMODATION AND ACCESSIBILITY TO THIS MEETING. PHONE (818) 735-3206 OR FAX (818) 879-0372 or e-mail: lsheridan@oakparkusd.org.

Welcome to a meeting of the Oak Park Unified School District Board of Education. Routine items are placed under the Consent Calendar and are approved by a single vote of the Board. When the agenda is adopted, a member of the Board may pull an item from the Consent Calendar and transfer the item to an appropriate place on the agenda for discussion.

The President of the Board shall inquire if there is anyone in the audience who desires to address the board with respect to any items appearing on the closed session agenda, regular session agenda, or on any issue within the subject matter jurisdiction of the Governing Board. The speaker cards are available in the Board Room and must be completed and handed to Linda Sheridan, Executive Assistant, prior to the beginning of the meeting. All comments for either agenda items or non-agenda items must be limited to three minutes or less.

Your comments are greatly appreciated. However, the Board cannot enter into a formal discussion at this time, nor can a decision be made. Matters warranting discussion will be placed on a future agenda. The information on the speaker card is voluntary but will assist the Board President in conducting the meeting. Thank you for your cooperation and compliance with these guidelines

*All Board Actions and Discussion are electronically recorded and maintained for thirty days.
Interested parties may review the recording upon request.
Agenda and supporting documents are available for review prior to the meeting at the District Office located at 5801 E. Conifer Street, Oak Park, CA 91377*

NEXT REGULAR MEETING

Tuesday, May 20, 2014

Closed Session at 5:00 p.m. Open Session at 6:00 p.m.

Oak Park High School, Presentation Room, G9

AGENDA IS POSTED AT THE FOLLOWING LOCATIONS IN OAK PARK:

District Office, 5801 East Conifer St.

Brookside Elementary School, 165 N. Satinwood Ave.

Oak Hills Elementary School, 1010 N. Kanan Rd.

Red Oak Elementary School, 4857 Rockfield St.

Medea Creek Middle School, 1002 Double Tree Rd

Oak Park High School, 899 N. Kanan Rd.

Oak View High School, 5701 East Conifer St

Oak Park Library, 899 N. Kanan Rd.

Internet Home Page: www.oakparkusd.org

OAK PARK UNIFIED SCHOOL DISTRICT

AGENDA – REGULAR BOARD MEETING #890

April 8, 2014

CALL TO ORDER - Followed by Public Comments/ 5:00 p.m.

CLOSED SESSION: 5:00 p.m.

OPEN SESSION: 6:00 p.m.

The Oak Park Unified School District Board of Education will meet in Regular Session at the **Oak Park High School Presentation Room – G-9**, Oak Park, California.

I. CALL TO ORDER: _____ p.m.

II. PUBLIC SPEAKERS – CLOSED SESSION AGENDA ITEMS

III. RECESS TO CLOSED SESSION FOR DISCUSSION AND/OR ACTION ON THE FOLLOWING ITEMS:

A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

B. PUBLIC EMPLOYEE EMPLOYMENT: Elementary School Principal, Certified Computer Repair Technician

C. CONFERENCE WITH LABOR NEGOTIATORS:

Agency designated representatives: Leslie Heilbron and Martin Klauss

Employee organizations: Oak Park Teachers Association and Oak Park Classified Association

IV: CALL TO ORDER – RECONVENE IN OPEN SESSION AT: _____ p.m.

A. ROLL CALL

B. FLAG SALUTE

C. REPORT OF CLOSED SESSION ACTIONS TAKEN

D. ADOPTION OF AGENDA

V. PUBLIC SPEAKERS: SPEAKERS ON AGENDA AND NON-AGENDA ITEMS

VI. OPEN COMMUNICATIONS/PRESENTATIONS

A. BOARD REPORTS/DISCUSSION/COMMUNICATIONS

1. Presentation of Certificates of Recognition to MCMS Ventura County Science Fair Winners
2. Presentation of Certificates of Recognition to OPHS Boys' Varsity Basketball Team – CIF Southern Section Division IIIA Champions
3. Remarks from Board Members
4. Remarks from Student Board Member
5. Remarks from Superintendent
6. Report from School Site Councils
7. Report from Facilities Planning Committee

8. Report from Technology

B. DISCUSSION ITEMS (No Action required. If Action required, item will be brought to a future meeting as an Action Item)

1. Update on School Safety

C. BUSINESS SESSION:

1. CONSENT AGENDA

Consent items shall be items of a routine nature or items for which no Board discussion is anticipated and for which the Superintendent recommends approval.

At the request of any member of the Board, any item on the Consent Agenda shall be removed and given individual consideration for action as a regular agenda item.

a. [Approve Minutes of Regular Board Meeting March 18, 2014 and Special Board Meeting March 25, 2014](#)

b. [Public Employee/Employment Changes 01CL22392-01CL22400 & 01CE06588-01CE06588](#)

c. [Approve Purchase Orders –March 1 – March 31, 2014](#)

Board Policy 3300 requires Board approval of Purchase Orders

d. [Approve Overnight Trip for Oak Park High School Future Business Leaders of America – April 10-13, 2014](#)

Board Policy 6153 requires Board approval for student overnight trips

e. [Approve Notice of Completion, Project 13-01R Building 200 Modernization at Brookside Elementary School](#)

Board approval required for Notice of Completion

ACTION

2. BUSINESS

a. [Approve Resolution #14-04, In Support of the Environmentally Safe Cleanup of Santa Susanna Field Laboratory](#)

Board approval is requested to support students in their effort to support environmental safe cleanup of the Santa Susanna Field Laboratory

b. [Approve Solor Power Project and Shade Structure at Oak Park High School](#)

Board Policy 3312 requires Board approval for contracts for services

c. [Approve Authorization of Superintendent to Award Contract for Bid 13-12R, Building 100 Modernization at Brookside Elementary School](#)

Board Policy 3312 requires Board approval for contracts for services

d. [Approve Award of Bid 13-15R, Building “A” Gymnasium Modernization at Oak Park High School](#)

Board Policy 3312 requires Board approval for contracts for services

e. [Approve Award of Bid 14-01R, Campus ADA Modernization at Oak Park High School](#)

Board Policy 3312 requires Board approval for contracts for services

f. [Approve Budget for Common Core State Standards Implementation](#)

Board Policy 3312 requires Board approval for contracts for services program administered by Friends.

g. [Approve Donations](#)

Board Policy 3290 requires Board approval for acceptance of donations to the District

3. HUMAN RESOURCES

a. Public Hearing and Receive OPTA Proposal for 2014-15 Negotiations and Approve the District's Initial Proposal for Collective Bargaining Negotiations with the Oak Park Teachers Association

Government Code 3547.5 requires public disclosure of the provisions of collective bargaining agreements

b. Public Hearing and Receive OPCA Proposal for 2014-15 Negotiations and Approve the District's Initial Proposal for Collective Bargaining Negotiations with the Oak Park Classified Association

Government Code 3547.5 requires public disclosure of the provisions of collective bargaining agreements

4. BOARD POLICIES

a. Approve Amendment to Board Policy 5123 – Promotion/Acceleration/Retention – First Reading

Policy updated to reflect mandate that the policy provide for students to be identified for retention as early in the school year, and as early in their school careers, as possible. Policy reflects new law (AB 484) which establishes a new state assessment system impacting the indicators that may be used to identify a student for retention.

b. Approve Amendment to Board Policy 6146.1 – High School Graduation Requirements – First Reading

Policy updated to reflect new law (AB 216) which requires districts to exempt from any district-adopted graduation requirements a foster youth who transfers into the district after completing his/her second year of high school, unless the district finds that the youth is reasonably able to complete the requirements in time to graduate by the end of his/her fourth year of high school.

c. Approve Amendment to Board Policy 6162.51 – State Academic Achievement Tests – First Reading

Retitled policy updated to reflect new law (AB 484) which establishes a new state assessment system, designated by the CDE as the California Assessment of Student Performance and Progress (CAASPP), beginning in the 2013-14 school year. Policy also reflects new law (SB 247) which requires the CDE to identify existing tests that may be used by classroom teachers for diagnostic purposes in grade 2.

d. Adopt Board Policy 6164.2 – Guidance/Counseling Services – First Reading

Mandated policy updated to reflect new law (AB 97) which redirects funding into the LCFF for the Supplemental School Counseling Program for grades 7-12 and for the 10th grade counseling program formerly funded through the Pupil Retention Block Grant.

e. Approve Amendment to Board Policy 6173.1 – Education for Foster Youth – First Reading

Policy updated to reflect new law (AB 97 and SB 97) which provides grants within the LCFF based on the number and concentration of unduplicated counts of foster youth, English learners, and low-income students and requires the district's local control and accountability plan (LCAP) to include annual goals for all students and each "numerically significant" student subgroup including foster youth.

f. Approve Amendment to Board Policy 6179 – Supplemental Instruction – First Reading

Mandated policy updated to reflect new law (AB 97) which redirects funding for supplemental instruction programs into the LCFF. Policy also clarifies which programs are still required by law and which are discretionary, and reflect new law (AB 484) which establishes a new state assessment system, thereby affecting the criteria that may be used to determine student eligibility for supplemental instruction based on lack of sufficient progress toward passing the high school exit exam.

- g. Approve Amendment to Board Policy 7214 – General Obligation Bonds – First Reading**
Policy updated to reflect new law (AB 182) which requires greater transparency for the use of capital appreciation bonds and other bonds that allow for compounding of interest. Policy also reflect new law (SB 581) which requires that performance and financial audits be submitted to the citizens' oversight committee at the same time they are submitted to the district and requires the board to respond to all findings, recommendations, and concerns within three months of receiving the audits.

VII. INFORMATION ITEMS

1. **Monthly Cash Flow Report**
2. **Monthly Enrollment and Attendance Report**
3. **Monthly Measure R Bond Fund Financial Status Report**

VIII. OPEN DISCUSSION

IX. ADJOURNMENT:

There being no further business before this Board, the meeting is declared adjourned at _____ p.m

X. SCHOOL REPORTS/SCHOOL SITE COUNCIL REPORTS

1. **Brookside Elementary School Report**
2. **Oak Hills Elementary School Report**
3. **Red Oak Elementary School Report**
4. **Medea Creek Middle School Report**
5. **Oak Park High School Report**
6. **Oak View High School/Oak Park Independent School**
7. **Oak Park Neighborhood School**

MINUTES OF REGULAR BOARD MEETING 3-18-14 #888
BOARD OF EDUCATION

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mary Pallant, called the regular meeting to order at 5:14 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

Ms. Mary Pallant, President, Ms. Sepideh Yeoh, Vice President, Ms. Barbara Laifman, Member and Mr. Allen Rosen, Member.

BOARD ABSENT

Ms. Jennifer von Schneidau, Clerk

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 5:15 p.m.

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mary Pallant, reconvened the regular meeting to order at 6:14 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

Ms. Mary Pallant, President, Ms. Sepideh Yeoh, Vice President, Ms. Barbara Laifman, Member, and Mr. Allen Rosen, Member,

BOARD ABSENT

Ms. Jennifer von Schneidau, Clerk and Ms. Brooke Pestano, Student Board Rep

STAFF PRESENT

Dr. Tony Knight, Superintendent, Mr. Martin Klauss, Assistant Superintendent, Business Services, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources, Mr. Cliff Moore, Consultant, and Ms. Linda Sheridan, Executive Assistant.

FLAG SALUTE

Linda Sheridan led the Pledge of Allegiance to the Flag

REPORT ON CLOSED SESSION

No action was taken in Closed Session held this evening.

ADOPTION OF AGENDA

On motion of Allen Rosen, seconded by Sepideh, the Board of Education adopted the agenda except to remove item C1d from Consent Agenda and moving Items C2a and C2b to 7:30 p.m. when Ms. von Schneidau can be present. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0, Absent: von Schneidau

PUBLIC SPEAKERS

None

REPORT FROM BOARD MEMBERS

Board Member Barbara Laifman attended a lecture at Pepperdine on vegan cooking, the OPHS spring sport meeting, the OPHS awareness week special speaker, the Chinese Cultural night, participated in Read Across America, attended the OVHS BBQ and CSBA LCFE Workshop. Board Member Allen Rosen attended OPHS College night, participated in Read Across America, attended the OPHS course advisement night, the CSBA LCFE workshop, the MCMS History Day and the Mr. Eagle pageant. Board Member Sepideh Yeoh participated in Read Across America, attended the EEAC meeting, the VCSBA dinner meeting, the incoming freshmen meeting, and MCMS History Day. Ms. Yeoh reminded everyone that the International Gala is April 4th. Board Member Mary Pallant reported she attended the MAC meeting in January, attended the 20th Anniversary at ROES, the VCSBA dinner meeting and Read Across America to a Kindergarten class.

REPORT FROM STUDENT BOARD REP

Brooke Pestano sent a report that Ms. Sheridan read. OPHS just completed their 1st annual carnival on the great lawn and it went extremely well. It was definitely a success and they have already started discussing one for next year. They also just had awareness week that was also successful. They had a wonderful speaker who talked about how she overcame her struggles of being paralyzed because she got in a car crash coming home from a party. She made it relatable to all students. The boys' basketball team earned CIF Division IIIA Championship and they moved on to competing in state championship tournament.

REPORT FROM SUPERINTENDENT

Dr. Knight thanked everyone for supporting Read Across America. He reported the SPAE Club at the high school is sponsoring a Dog Walk on April 5. Dr. Knight also reported that he and Julie Suarez met today with a representative from a solar company regarding a solar shade structure at OPHS.

Report from School Site Councils

The Board received School Site Council reports from Brookside Elementary School and Medea Creek Middle School.

Report from Facilities Planning Committee

No report from Facilities Planning Committee.

Report from Technology

No report from Technology Committee.

DISCUSSION ITEMS

Update on School Safety – Dr. Knight gave an update on School Safety projects throughout the District.

C.1. CONSENT AGENDA

On motion of Allen Rosen, seconded by Sepideh, the Board of Education approved the Consent Agenda. Motion carried Aye – Laifman, Pallant, Rosen, Yeoh, No – 0, Absent – von Schneidau.

- a. [Approve Minutes of Regular Board Meeting February 18, 2014](#)
- b. [Public Employee/Employment Changes 01CL22370-01CL22388 & 01CE06567-01CE06587](#)
- c. [Approve Purchase Orders –February 1 – February 28, 2014](#)
- e. [Approve Overnight Trip for Oak Park High School Dance Team – March 28-30, 2014](#)

ACTION

C.1.d. Approve Notice of Completion, Project 13-01R, Building 200 Modernization at Brookside Elementary School

On motion of Sepideh Yeoh, seconded by Barbara Laifman, the Board of Education tabled this item. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0, Absent – von Schneidau.

2. BUSINESS

a. Approve Resolution #14-03, Authorizing Emergency Water Main Repairs at Medea Creek Middle School

On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education approved Resolution #14-03, Authorizing Emergency Water Main Repairs at Medea Creek Middle School. Motion carried Aye: Laifman, Pallant, Rosen, von Schneidau, Yeoh, No – 0.

b. Approve Notice of Completion, Emergency Resolution #14-03, Main Water Line Repairs at Medea Creek Middle School

On motion of Sepideh Yeoh, seconded by Jennifer von Schneidau, the Board of Education approved Notice of Completion, Emergency Resolution #14-03, Main Water Line Repairs at Medea Creek Middle School. Motion carried Aye: Laifman, Pallant, Rosen, von Schneidau, Yeoh, No -0.

c. Approve Establishment of Associated Student Body at Oak Park Independent School

On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education approved the establishment of Association Student Body at Oak Park Independent School. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No -0, Absent: von Schneidau.

d. Approve Interim Lease-Lease Back Agreement with Balfour Beatty Construction for Project 14-24R, Classroom Replacement Project at Oak Park High School

On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education tabled this item. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0, Absent: von Schneidau.

e. Approve Award of Bid 13-12R, Building 100 Modernization at Brookside Elementary School

On motion of Sepideh Yeoh, seconded by Allen Rosen, the Board of Education rejected all bids and will put the project out for rebids. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0, Absent: von Schneidau,.

f. Approve Award of Bid 13-15R, Building A Gymnasium Modernization at Oak Park High School

On motion of Allen Rosen, seconded by Sepideh Yeoh, the Board of Education tabled this item. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0, Absent: von Schneidau.

g. Approve Award of Bid 14-04R, Roof Repair on Relocatable Classrooms at Multiple Sites

On motion of Sepideh Yeoh, seconded by Allen Rosen, the Board of Education approved the Award of Bid 14-04R, Roof Repairs on Relocatable Classrooms at Multiple Sites to Channel Islands Roofing, Inc. for \$51,075. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0, Absent: von Schneidau.

- h. Approve Award of Bid 14-07, Roof Repairs on Multiple Buildings at Red Oak Elementary School**
 On motion of Sepideh Yeoh, seconded by Barbara Laifman, the Board of Education approved the Award of Bid 14-07, Roof Repairs on Multiple Buildings at Red Oak Elementary School to Best Contracting Services, Inc. for \$157,165. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No - 0, Absent: von Schneidau.
- i. Approve Amendment to Measure R Master Plan: Project 14-23R, Repairs of Backstop and Replacement of Bleachers at Oak Park High School**
 On motion of Allen Rosen, seconded by Sepideh Yeoh, the Board of Education approved the Amendment to Measure R Master Plan: Project 14-23R, Repairs of Backstop and Replacement of Bleachers at Oak Park High School. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0, Absent: von Schneidau.
- j. Approve Award of Request for Proposals for Managed VOIP Telephone Service**
 On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education approved the award of request for proposals for management VOIP Telephone Service to award three-year contract to Jive Communications, Inc. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0, Absent: von Schneidau.
- k. Approve Agreement for Consultant Services; Project 14-17R, District-Wide Security Camera System**
 On motion of Sepideh Yeoh, seconded by Barbara Laifman, the Board of Education approved the agreement for Consultant Services; Project 14-17R, District-Wide Security Camera System with Chuck Boone not to exceed \$5,000. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0, Absent: von Schneidau.
- l. Approve Purchase of Mobile Computer Devices and Technology Equipment from Measure C6 Bond Fund**
 On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education approved the purchase of Mobile Computer Devices and Technology Equipment from Measure C6 Bond Fund in the amount of \$600,000 from Measure C6 and \$90,000 from Common Core Implementation funds. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0, Absent: von Schneidau.
- m. Approve Purchase of Maintenance Equipment Authorized in Measure C6 Technology and Equipment Plan**
 On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education approved the purchase of maintenance equipment authorized in Measure C6 Technology and Equipment Plan. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0, Absent: von Schneidau.
- n. Approve Proposed Plan To Implement K-3 Class Size Reduction**
 On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education approved the proposed plan to begin to implement K-3 Class Size Reduction DK and K in 2014-2015. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0, Absent: von Schneidau.

- o. [Approve Common Core State Standards General Spending Plan for Fiscal Years 2013-14 and 2014-15](#)
No action required
 - p. [Approve Certification of 2013-14 Second Interim Financial Report and Budget Revisions](#)
On motion of Allen Rosen, seconded by Sepideh Yeoh, the Board of Education approved and certified the 2013-14 Second Interim Financial Report and Budget Revisions. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0, Absent: von Schneidau.
 - q. [Approve Adoption of Resolution #14-06, Participation in CSBA California School Cash Reserve Program](#)
On motion of Sepideh Yeoh, seconded by Allen Rosen, the Board of Education approved the adoption of Resolution #14-06, participation in CSBA California School Cash Reserve Program. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0, Absent: von Schneidau.
 - r. [Approve Agreements for Group Term Life and Long Term Disability Insurance Plans](#)
On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education approved the Agreements for Group Term Life and Long Term Disability Insurance Plans with Cigna and voluntary insurance plans for accident and critical illness offered by Lincoln Financial. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0, Absent: von Schneidau.
 - s. [Approve Selection Process for Soliciting Input for New District Motto](#)
On motion of Allen Rosen, seconded by Sepideh Yeoh, the Board of Education approved the selection process for soliciting input for a new district motto. Motion carried Aye; Laifman, Pallant, Rosen, Yeoh, No – 0, Absent: von Schneidau.
 - t. [Discussion and Review of Spending Plan for 2014-2015](#)
No action required.
- 3. PUPIL SERVICES**
- a. [Approve Contract for Non-Public Agency for Behavior Consultant Services - \\$5,100](#)
On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education approved the Contract for Non-Public Agency for Behavior Consultant Services - \$5100. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0, Absent: von Schneidau.
- 4. HUMAN RESOURCES**
- a. [Approve Formation and Configuration of the Local Control and Accountability Plan Committee](#)
On motion of Sepideh Yeoh, seconded by Allen Rosen, the Board of Education approved the formation of the Local Control and Accountability Plan (LCAP) Committee. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0, Absent: von Schneidau.
 - b. [Approve Increased Hours for Three Teachers at Oak Park Neighborhood School](#)
On motion of Sepideh Yeoh, seconded by Barbara Laifman, the Board of Education approved the increase in hours for three teachers at Oak Park Neighborhood School. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0, Absent: von Schneidau.

5. BOARD POLICIES

a. Approve Amendment to Board Policy 5123 – Promotion/Acceleration/Retention

On motion of Allen Rosen, seconded by Sepideh Yeoh, the Board of Education approved amendment to Board Policy 5123 – Promotion/Acceleration/Retention. Policy will be brought back to April meeting for final approval Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0, Absent: von Schneidau.

b. Approve Amendment to Board Policy 4131 – Staff Development – First Reading

On motion of Allen Rosen, seconded by Sepideh Yeoh, the Board of Education approved the amendment to Board Policy 4131 – Staff Development on first reading. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0, Absent: von Schneidau.

c. Approve Amendment to Board Policy 4231 – Staff Development – First Reading

On motion of Allen Rosen, seconded by Sepideh Yeoh, the Board of Education approved the amendment to Board Policy 4231 – Staff Development on first reading. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0, Absent: von Schneidau.

d. Adopt Board Policy 4331 – Staff Development – First Reading

On motion of Sepideh Yeoh, seconded by Barbara Laifman, the Board of Education approved the adoption of Board Policy 4331 – Staff Development on first reading. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0, Absent: von Schneidau.

e. Approve Amendment to Board Policy 6142.6 – Visual and Performing Arts Education – First Reading

On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education approved the amendment to Board Policy 61742.6 – Visual and Performing Arts Education on first reading. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh. No – 0, Absent: von Schneidau.

f. Approve Amendment to Board Policy 6142.91 – Reading/Language Arts Instruction – First Reading

On motion of Allen Rosen, seconded by Sepideh Yeoh, the Board of Education approved the amendment to Board Policy 6142.91 – Reading/Language Arts Instruction on first reading. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh. No – 0, Absent: von Schneidau.

VII. INFORMATION ITEMS

1. **Monthly Cash Flow Report**
2. **Monthly Enrollment and Attendance Report**
3. **Monthly Measure R Bond Fund Financial Status Report**

V. OPEN DISCUSSION

There being no further business before this Board, the Regular meeting is declared adjourned at 8:50 p.m.

Date President of the Board

Date Clerk or Secretary of the Board

**MINUTES OF SPECIAL BOARD MEETING 3-25-14 #889
BOARD OF EDUCATION**

CALL TO ORDER/MEETING PLACE

The Board of Education President Ms. Mary Pallant, called the special meeting to order at 6:25 p.m. at Oak Park Unified School District Office Conference Room, 5801 E. Conifer Street, Oak Park.

BOARD PRESENT

Ms. Mary Pallant, President, Ms. Sepideh Yeoh, Vice President, Jennifer von Schneidau, Clerk, Ms. Barbara Laifman, Member, and Mr. Allen Rosen, Member

STAFF PRESENT

Dr. Tony Knight, Superintendent, Mr. Martin Klauss, Assistant Superintendent, and Ms. Linda Sheridan, Executive Assistant

FLAG SALUTE

Martin Klauss led the Pledge of Allegiance to the Flag

PUBLIC SPEAKERS

None

ACTION

- 1. Approve Interim Lease-Lease Back Agreement with Balfour Beatty Construction for Projection 14-25R, Classroom Replacement Project at Oak Park High School**
On motion of Barbara Laifman, seconded by Jennifer von Schneidau, the Board of Education approved the interim Lease-Lease Back Agreement with a budget of \$1.746 million budget and escape clause. Motion carried Aye: Laifman, Pallant, Rosen, von Schneidau, Yeoh, No – 0.

- 2. Approve Amendment to Agreement with VCEDNET for Internet Connectivity Services**
On motion of Allen Rosen, seconded by Sepideh Yeoh, the Board of Education approved the amendment to Agreement with VCEDNET for Internet Connectivity Services. Motion carried Aye: Laifman, Pallant, Rosen, von Schneidau, Yeoh, No – 0.

There being no further business before this Board, the Board adjourned to Closed Session at 7:00 p.m.

Date _____ President of the Board

Date _____ Clerk or Secretary of the Board

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 8, 2014
SUBJECT: C.1.c. APPROVE PURCHASE ORDERS ISSUED MARCH 1-31, 2014

CONSENT

ISSUE: Shall the Board approve the purchase orders issued March 1-31, 2014?

BACKGROUND: This agenda went to press before the end of the March reporting period; consequently, this month's Purchase Order Report will be provided to Board under separate cover. The Report will list all purchase orders issued during the reporting period, and all orders will have been approved by an administrator as a necessary expense and included in the Board-approved operating budget.

ALTERNATIVES:

1. Approve the attached Purchase Order Report as submitted.
2. Do not approve the Purchase Order Report.

RECOMMENDATION: Alternative No. 1

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 8, 2014
SUBJECT: C.1.d. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL FUTURE BUSINESS LEADERS OF AMERICA CLUB – APRIL 10-13, 2014

Consent

ISSUE: Shall the Board of Education approve an overnight field trip for the Future Business Leaders of America Club on April 10-13, 2014 to Ontario, California?

BACKGROUND: Principal Kevin Buchanan has approved an overnight trip for the Future Business Leaders of America Club to attend the FBLA region Computer in Ontario, California on April 10-13, 2014. There are approximately 27 students participating, with one advisor, and three adult chaperones who will travel in district and private vehicles with district-approved drivers. They will depart on Thursday, April 20 and return on Sunday, April 13. The cost for each student is \$300 which includes conference registration fee, transportation, and hotel accommodations. They will be staying at the Double Tree Inn in Ontario.

- ALTERNATIVES:**
1. Approve overnight trip for Future Business Leaders of American Club – April 10-13, 2014.
 2. Do not approve overnight trip for Future Business Leaders of America Club – April 10-13, 2014.

RECOMMENDATION: Alternative #1.

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: APRIL 8, 2014

SUBJECT: C.1.e. APPROVE NOTICE OF COMPLETION, PROJECT 13-01R BUILDING 200 MODERNIZATION AT BROOKSIDE ELEMENTARY SCHOOL

CONSENT

ISSUE: Shall the Board approve the Notice of Completion for Project 13-01R Building 200 Modernization at Brookside Elementary School, contracted with SBS Corporation?

BACKGROUND: On April 18, 2013, the Oak Park Unified School District entered into a contract for Project 13-01R Building 200 Modernization at Brookside Elementary School, contracted with SBS Corporation.

The work under this contract is now complete, and the District’s staff and construction manager Balfour Beatty have inspected the finished project and are satisfied that it has been completed in compliance with contract specifications. It is recommended that the Board approve a Notice of Completion accepting the finished project.

- ALTERNATIVES:**
1. Approve the Notice of Completion for Project 13-01R Building 200 Modernization at Brookside Elementary School, contracted with SBS Corporation.
 2. Do not approve the Notice of Completion.

RECOMMENDATION: Alternative No. 1

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

NOTICE OF COMPLETION

Notice is hereby given that the Oak Park Unified School District, a school district in Ventura County, is the owner in fee of the following described and real property, to-wit:

Description: Brookside Elementary School, 165 Satinwood Avenue, Oak Park, CA 91377

That on or about April 18, 2013 the said Oak Park Unified School District of Ventura County entered into a contract with SBS Corporation of Thousand Oaks, California, for Project 13-01R Building 200 Modernization at Brookside Elementary School on certain real property hereinbefore described: that said building and improvements were actually completed on April 8, 2014: that the address of said Oak Park Unified School District is 5801 E. Conifer Street, Oak Park, CA 91377, Ventura County, California.

OAK PARK UNIFIED SCHOOL DISTRICT
By Anthony W. Knight, Ed.D., Superintendent, Secretary to the
Oak Park Unified School District Board of Trustees

Anthony W. Knight, being first duly sworn, deposes and says: that he is secretary of the Board of Trustees of the Oak Park Unified School District, a school district of Ventura County, California: that he therefore verifies the foregoing Notice of Completion on behalf of said Oak Park Unified School District: that the Oak Park Unified School District of Ventura County, California is owner of the property described in the foregoing notice: that he has read the foregoing notice and knows the contents thereof: that he has personal knowledge of the facts therein stated: that the same are true.

Anthony W. Knight, Ed.D., Superintendent
Oak Park Unified School District

STATE OF CALIFORNIA
COUNTY OF VENTURA

On _____ before me, Shannan Kaesberg, Notary Public, personally appeared Anthony W. Knight, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (SEAL)

Oak Park Unified School District
5801 East Conifer Street
Oak Park, CA 91377
Attn; Martin Klauss, Assistant Superintendent Business Services

March 26, 2014

Subject: Measure "R" Staff Support Services
Oak Park Unified School District
Oak Park, CA

Re: Project 13-01R Modernization Building 200 (B) at Brookside Elementary School
Recommendation to Request Board approval for issuance of Notice of Completion

Dear Mr. Klauss,

Please accept this letter as recommendation to request Board approval for issuance of the Notice of Completions for work related to OPUSD Project 13-01R Modernization Building 200 (B) at Brookside Elementary School. All contract installation requirements have been satisfied by SBS Construction, Inc. with the exception of the following;

The Labor Commissioner, State of California, Department of Industrial Relations has issued a Civil Wage and Penalty Assessment, Case Number 40-36848-129-CWPA related to All Power Systems, a subcontractor to SBS Corporation. Pursuant to item # 1 of the Statutory Withholding Obligations (page 5 of 5 of the attached Civil Wage and Assessment), the Awarding Body (District) is obligated to withhold and retain an amount of \$16,813.58 which shall not be dispersed until receipt of a final order that the Civil Wage and Penalty Assessment is no longer subject to judicial review.

Release of all other remaining funds is not bound by the aforementioned obligation.

The final contract amount is as follows;

<i>Master Plan Estimate</i>	
Construction Costs	\$ 954,000.00
Contingency on Master Plan Estimate (19.36%)	\$ 184,694.00
Total Master Plan Estimate	\$ 1,138,694.00
SBS Construction, Inc Base Agreement	\$ 672,203.00
Approved Change Order # 13-01R-1	\$ 16,742.00
Approved Change Order # 13-01R-2	\$ 22,302.00
FINAL Cost	\$ 711,247.00
Balance on Original Master Plan Estimate	\$ 448,883.00


Should you have any questions, please contact me at any time.

Respectfully,



Dennis Kuykendall
Senior Project Manager
Balfour Beatty Construction, Inc

Attachments: copy of DIR Case No 40-36848-129-CW

Labor Commissioner, State of California Department of Industrial Relations Division of Labor Standards Enforcement Bureau of Field Enforcement - Public Works 320 WEST 4TH STREET, STE 450 Los Angeles, CA 90013 TEL: (213) 897-6327 FAX: (213) 897-6020	Edmund G. Brown Jr., Governor 
DATE: March 11, 2014	In Reply Refer to Case No: 40-36848-129 - CWPA

CIVIL WAGE AND PENALTY ASSESSMENT

Awarding Body OAK PARK UNIFIED SCHOOL DISTRICT	Work Performed in County of VENTURA COUNTY
PROJECT NAME Modernize Bldg 200 at Brookside Elementary School, OPUSD Project#13-01R (REBID)	Project No. 13-01R (Rebid)
Prime Contractor SBS CORPORATION, a California corporation	
Subcontractor ALL POWER SYSTEMS INC., a California corporation	

After an investigation concerning the payment of wages to workers employed in the execution of the contract for the above-named public works project, the Division of Labor Standards Enforcement (the "Division") has determined that violations of the California Labor Code have been committed by the contractor and/or subcontractor identified above. In accordance with Labor Code section 1741, the Division hereby issues this Civil Wage and Penalty Assessment.

The nature of the violations of the Labor Code and the basis for the assessment are as follows:

The contractor violated labor code section 1774 by failing to pay the correct prevailing wage, overtime, and Saturday rate to workers classified as Inside Wireman Journeyman and Inside Wireman Apprentices. The contractor also misclassified two employees as an Inside Wiremen Apprentice, who were not registered with the Division of Apprenticeship Standards as apprentices during the time of the project.

The attached Audit Summary further itemizes the calculation of wages due and penalties under Labor Code sections 1775 and 1813.

The Division has determined that the total amount of wages due is: \$9,738.58

The Division has determined that the total amount of penalties assessed under Labor Code sections 1775 and 1813 is: \$7,075.00

The Division has determined that the amount of penalties assessed against ALL POWER SYSTEMS INC., a California corporation under Labor Code section 1776 is: \$0.00

Please refer to page 5 for specific withholding obligations pertaining to these amounts.

STATE LABOR COMMISSIONER

By 
 Paul Tsan
 Deputy Labor Commissioner

Notice of Right to Obtain Review - Formal Hearing

In accordance with Labor Code Section 1742, an affected contractor or subcontractor may obtain review of this Civil Wage and Penalty Assessment by transmitting a written request to the office of the Labor Commissioner that appears below within 60 days after service of the assessment.

To obtain a hearing, a written Request for Review must be transmitted to the following address:

Labor Commissioner, State of California
Civil Wage and Penalty Assessment Review Office
2031 Howe Ave., Suite 100
Sacramento, CA 95825

A Request for Review either shall clearly identify the Civil Wage and Penalty Assessment from which review is sought, including the date of the assessment, or it shall include a copy of the assessment as an attachment, and shall also set forth the basis upon which the assessment is being contested. In accordance with Labor Code section 1742, the contractor or subcontractor shall be provided an opportunity to review evidence to be utilized by the Labor Commissioner at the hearing within 20 days of the Labor Commissioner's receipt of the written **Request for Review**.

Failure by a contractor or subcontractor to submit a timely Request for Review will result in a final order which shall be binding on the contractor and subcontractor, and which shall also be binding, with respect to the amount due, on a bonding company issuing a bond that secures the payment of wages and a surety on a bond. Labor Code section 1743.

In accordance with Labor Code section 1742(d), a certified copy of a final order may be filed by the Labor Commissioner in the office of the clerk of the superior court in any county in which the affected contractor or subcontractor has property or has or had a place of business. The clerk, immediately upon the filing, shall enter judgment for the State against the person assessed in the amount shown on the certified order.

(continued on next page)

Opportunity for Settlement Meeting

In accordance with Labor Code section 1742.1(c), the Labor Commissioner shall, upon receipt of a request from the affected contractor or subcontractor within 30 days following the service of this Civil Wage and Penalty Assessment, afford the contractor or subcontractor the opportunity to meet with the Labor Commissioner or his or her designee to attempt to settle a dispute regarding the assessment. The settlement meeting may be held in person or by telephone and shall take place before the expiration of the 60-day period for seeking a hearing as set forth above under the heading Notice of Right to Obtain Review. No evidence of anything said or any admission made for the purpose of, in the course of, or pursuant to, the settlement meeting is admissible or subject to discovery in any administrative or civil proceeding. This opportunity to timely request an informal settlement meeting is in addition to the right to obtain a formal hearing, and a settlement meeting may be requested even if a written **Request for Review** has already been made. Requesting a settlement meeting, however, does not extend the 60-day period during which a formal hearing may be requested.

A written request to meet with the Labor Commissioner or his or her designee to attempt to settle a dispute regarding this assessment must be transmitted to Paul Tsan
at the following address: 320 WEST 4TH STREET, STE 450
Los Angeles, CA 90013

Liquidated Damages

In accordance with Labor Code section 1742.1(a), after 60 days following the service of this Civil Wage and Penalty Assessment, the affected contractor, subcontractor, and surety on a bond or bonds issued to secure the payment of wages covered by the assessment shall be liable for liquidated damages in an amount equal to the wages, or portion thereof that still remain unpaid. If the assessment subsequently is overturned or modified after administrative or judicial review, liquidated damages shall be payable only on the wages found to be due and unpaid. If the contractor or subcontractor demonstrates to the satisfaction of the Director of the Department of Industrial Relations that he or she had substantial grounds for believing the assessment or notice to be an error, the Director shall waive payment of the liquidated damages.

(continued on next page)

Notwithstanding the above, in accordance with Labor Code 1742.1(b), there shall be no liability of liquidated damages if the full amount of the assessment or notice, including penalties, has been deposited with the Department of Industrial Relations, within 60 days following service of the assessment or notice, for the Department to hold in escrow pending administrative and judicial review. The Department shall release such funds, plus any interest earned, at the conclusion of all administrative and judicial review to the persons and entities who are found to be entitled to such funds.

Deposits must be made by check or money order payable to the Department of Industrial Relations with a letter and a copy of the Civil Wage and Penalty Assessment and mailed to:

Department of Industrial Relations
Attention Cashiering Unit
P.O. Box 420603
San Francisco, CA 94142

The Amount of Liquidated Damages Available Under this Assessment is \$9,738.58

(continued on next page)

Statutory Withholding Obligations

1. Awarding Body Withholding Obligations

In accordance with Labor Code section 1727(a), before making payments to the contractor of money due under a contract for public work, the awarding body shall withhold and retain therefrom all amounts required to satisfy this Civil Wage and Penalty Assessment. The amount required to satisfy this Civil Wage and Penalty Assessment shall not be disbursed by the awarding body until receipt of a final order that is no longer subject to judicial review.

The amount which must be withheld and retained by the awarding body pursuant to this Civil Wage and Penalty Assessment is:

Wages Due:	<u>\$9,738.58</u>
Penalties Due Under Labor Code sections 1775 and 1813:	<u>\$7,075.00</u>
Penalties Due Under Labor Code sections 1776:	<u>\$0.00</u>
Total Withholding Amount:	<u>\$16,813.58</u>

2. Prime Contractor Withholding Obligations:

In accordance with Labor Code section 1727(b), if the awarding body has not retained sufficient money under the contract to satisfy this Civil Wage and Penalty Assessment based on a subcontractor's violations, the contractor shall, upon the request of the Labor Commissioner, withhold sufficient money due the subcontractor under the contract to satisfy the assessment and transfer the money to the awarding body. This amount shall not be disbursed by the awarding body until receipt of a final order that is no longer subject to judicial review.

If this box is checked, the Labor Commissioner hereby requests that the prime contractor withhold the following amount from money due the subcontractor and transfer the money to the awarding body to satisfy this assessment:

Wages Due:	<u>\$9,738.58</u>
Penalties Due Under Labor Code sections 1775 and 1813:	<u>\$7,075.00</u>
Penalties Due Under Labor Code sections 1776:	<u>\$0.00</u>
Total Withholding Amount:	<u>\$16,813.58</u>

Distribution:

Awarding Body
Surety(s) on Bond
Prime Contractor
Subcontractor

PREVAILING WAGE DETERMINATION SUMMARY

CODE NO.	CLASSIFICATION	Effective Date	HOURLY			HOLIDAY TRAVEL & SUBSISTENCE		Other hourly Requirements
			RATE	Contributions	TRAINING TIME	1/2 SUNDAY		
1	Electrician: Inside Wireman	2/22/2013	49.810	6.400	1.000	74.715	99.620	0.250
2	Electrician: Inside Wireman Increase	7/29/2013	50.310	6.400	1.000	75.465	100.620	0.250
3	Apprentice P1: Inside Wireman	2/22/2013	13.550	6.810	1.000	20.325	27.100	0.000
4	Apprentice P1: Inside Wireman Increase	7/29/2013	13.550	6.810	1.000	20.325	27.100	0.000
5	Apprentice P2: Inside Wireman	2/22/2013	15.480	6.860	1.000	23.220	30.960	0.000
6	Apprentice P2: Inside Wireman Increase	7/29/2013	15.480	6.860	1.000	23.220	30.960	0.000
7	Apprentice P3: Inside Wireman	2/22/2013	19.360	16.920	1.000	29.040	38.720	0.250
8	Apprentice P3: Inside Wireman Increase	7/29/2013	19.360	17.170	1.000	29.040	38.720	0.250
9	Apprentice P4: Inside Wireman	2/22/2013	21.290	16.980	1.000	31.935	42.580	0.250
10	Apprentice P4: Inside Wireman Increase	7/29/2013	21.290	17.260	1.000	31.935	42.580	0.250
11	Apprentice P5: Inside Wireman	2/22/2013	23.230	17.040	1.000	34.845	46.460	0.250
12	Apprentice P5: Inside Wireman Increase	7/29/2013	23.230	17.340	1.000	34.845	46.460	0.250

WAGE DETERMINATION INFORMATION

CODE NO.	CLASSIFICATION	WAGE DETERMINATION NO.
1	Electrician: Inside Wireman	Ven-2013-1
2	Electrician: Inside Wireman Increase	Ven-2013-1
3	Apprentice P1: Inside Wireman	2013-1
4	Apprentice P1: Inside Wireman Increase	2013-1
5	Apprentice P2: Inside Wireman	2013-1
6	Apprentice P2: Inside Wireman Increase	2013-1
7	Apprentice P3: Inside Wireman	2013-1
8	Apprentice P3: Inside Wireman Increase	2013-1
9	Apprentice P4: Inside Wireman	2013-1
10	Apprentice P4: Inside Wireman Increase	2013-1
11	Apprentice P5: Inside Wireman	2013-1
12	Apprentice P5: Inside Wireman Increase	2013-1

STATE OF CALIFORNIA
DEPARTMENT OF INDUSTRIAL RELATIONS - DIVISION OF LABOR STANDARDS ENFORCEMENT

**CERTIFICATION OF SERVICE BY MAIL
(C.C.P. 1013a) OR CERTIFIED MAIL**

I, Paul Tsan, do hereby certify that I am a resident of or employed in the County of
Los Angeles, over 18 years of age, and not a party to the within action, and that I am employed at
and my business address is:

Division of Labor Standards Enforcement
Bureau of Field Enforcement - Public Works
320 WEST 4TH STREET, STE 450
Los Angeles, CA 90013

On March 11, 2014, I served the within: _____
Civil Wage and Penalty Assessment, and Audit Summary (Case#40-36848-129)

by placing a true copy thereof in an envelope addressed as follows:

OAK PARK USD
5801 EAST CONIFER STREET
OAK PARK, CA 91377
Attn: JULIE SUAREZ
Director of Business Operations

Agent for Service of Process:
Chad Ferris
ALL POWER SYSTEMS, INC.
31336 NICHOLOS LN
CASTAIC, CA 91384

ALL POWER SYSTEMS INC
26740 OAK AVENUE, UNIT J
CANYON COUNTRY, CA 91351
Attn: Chad Ferris

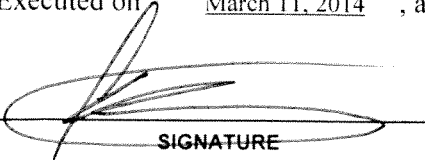
Agent for Service of Process:
David Alatorre
S B S CORPORATION
555 ST. CHARLES DRIVE, STE 202
THOUSAND OAKS, CA 91360

and then sealing the envelope and with postage and certified mail fees (if applicable) thereon fully prepaid,
and then depositing it in the United States mail in Los Angeles by:

- Ordinary first class mail
 Certified mail
 Registered mail

I certify under penalty of perjury that the foregoing is true and correct

Executed on March 11, 2014, at Los Angeles, County of Los Angeles, California


SIGNATURE

STATE CASE NO. 40-36848-129

STATE OF CALIFORNIA
DEPARTMENT OF INDUSTRIAL RELATIONS - DIVISION OF LABOR STANDARDS ENFORCEMENT

**CERTIFICATION OF SERVICE BY MAIL
(C.C.P. 1013a) OR CERTIFIED MAIL**

I, Paul Tsan, do hereby certify that I am a resident of or employed in the County of
Los Angeles, over 18 years of age, and not a party to the within action, and that I am employed at
and my business address is:

Division of Labor Standards Enforcement
Bureau of Field Enforcement - Public Works
320 WEST 4TH STREET, STE 450
Los Angeles, CA 90013

On March 11, 2014, I served the within: _____
Civil Wage and Penalty Assessment, and Audit Summary (Case#40-36848-129)

by placing a true copy thereof in an envelope addressed as follows:

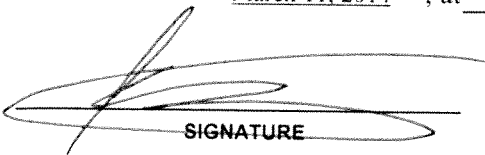
Agent for Service of Process: CORPORATION SERVICE COMPANY WHICH WILL DO BUSINESS IN CALIFORNIA AS CSC - LAWYERS INCORPORATING SERVICE The Ohio Casualty Insurance Company Bond# 024051054 2710 Gateway Oaks Dr, Ste 150N Sacramento, CA 95833
--

and then sealing the envelope and with postage and certified mail fees (if applicable) thereon fully prepaid,
and then depositing it in the United States mail in Los Angeles by:

- Ordinary first class mail
- Certified mail
- Registered mail

I certify under penalty of perjury that the foregoing is true and correct

Executed on March 11, 2014, at Los Angeles, County of Los Angeles, California


SIGNATURE

STATE CASE NO.
40-36848-129

TO: BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 8, 2014
SUBJECT: C.2.a. APPROVE RESOLUTION #14-07 IN SUPPORT OF THE ENVIRONMENTALLY SAFE CLEANUP OF SANTA SUSANNA FIELD LABORATORY

ISSUE: Shall the Board of Education adopt Resolution #14-07 In Support of the Environmentally Safe Cleanup of Santa Susanna Field Laboratory?

BACKGROUND: A group of Oak Park High School students are petitioning the Board to approve this resolution. They have worked very hard researching the subject and petitioning other organizations responsible for the cleanup to consider the environmentally safe cleanup approved in the 2010 agreements.

- ALTERNATIVES:**
1. Approve Resolution #14-07 In Support of the Environmentally Safe Cleanup of Santa Susanna Field Laboratory
 2. Do not approve Resolution #14-07 In Support of the Environmentally Safe Cleanup of Santa Susanna Field Laboratory

RECOMMENDATION: Alternative #1

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT

RESOLUTION #14-07

**IN SUPPORT OF THE ENVIRONMENTALLY SAFE
CLEANUP OF THE SANTA SUSANNA FIELD LABORATORY**

WHEREAS, a partial nuclear meltdown in 1959 and numerous other chemical releases resulted in radioactive and hazardous chemical contamination at the Santa Susana Field Laboratory (SSFL), a former nuclear and rocket testing facility approximately four miles from Oak Park; and

WHEREAS, the United States Department of Energy (DOE) and National Aeronautics and Space Administration (NASA) in 2010 entered into agreements with the California Department of Toxic Substances Control (DTSC) to clean up all detectable contamination on their parts of the property to background levels defined by DTSC;

WHEREAS, more than half a million people live within ten miles of the site, and the site is located within the boundaries of the Oak Park Unified School District;

THEREFORE, BE IT RESOLVED that the Oak Park Unified School District calls on DOE, NASA, and DTSC to expeditiously and fully carry out the 2010 cleanup agreements; and

THEREFORE, BE IT FURTHER RESOLVED that the Oak Park Unified School District calls on the state of California, Governor, and DTSC to similarly assure that Boeing fully cleans up the contamination on the remaining portions of SSFL, and will send this resolution to all parties identified in this and the previous paragraph.

AYE _____

NO _____

ABSTAIN _____

ABSENT _____

Anthony W. Knight, Ed.D.,
Secretary of the Board of Education

TO: BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: APRIL 8, 2014

SUBJECT: C.2.b. APPROVE SOLAR POWER PROJECT AND SHADE STRUCTURE AT OAK PARK HIGH SCHOOL

ACTION

ISSUE: Shall the Board of Education approve a project that involves the construction of a solar shade structure at Oak Park High School and solar panels fixed on the roofs of new modular classrooms at Oak Park High School?

BACKGROUND: There is a need for a shade structure at Oak Park High School and the PFC is able to contribute \$45,000 toward that project. OPUSD agreed to support the project with \$20,000 from Measure R for architect and other required services. We have worked with SK Solar, installer for Solar World, to develop a concept for a shade structure that would provide a 95 Kw solar electric system that would be significantly larger than a fabric structure and, over time, save the District money. An additional 60 Kw system is proposed for the rooftops of the newly approved R modular replacement classrooms that over time would also save the District money. Additionally, the District has been notified that we will be receiving a state grant that will provide for the installation of two Energy Storage Systems that will allow for further savings by saving the solar power generated and then using it during peak hours. The proposal involves the use of a low interest (3.5%) 10-year loan so that no bond funds (other than the \$20,000 already committed) would be used. The out-of-pocket costs would be charged to the utilities budget in the general fund with the expectation that these would be reversed due to energy conservation measures, including the more efficient new modular classrooms being installed.

ALTERNATIVES:

1. Approve the concept as presented and authorize staff to develop an agreement with SK Solar
2. Do not approve the proposal.

RECOMMENDATION: Alternative #1.

RATIONALE: The need to provide a large shade structure at OPHS will be addressed and over a period of 25 years the District will save over \$700,000 in electricity costs.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

About SK Solar



SK Solar specializes in quality and efficient turn-key solar systems for your home, business and organization. SK Solar makes it easy to get started with solar. Our decades of experience in solar energy system design, permitting, installation, grid connection, rebate acquisition, system monitoring and service mean we know solar and how to deliver it. It's just a matter of how much of your electricity bill you'd like to offset and how you'd like to pay for it.

The SK Solar Group was founded in 2003 in Germany by Stefan Kutscher. Utilizing the experienced gained in wind and hydro power, SK Solar has been specialized in the engineering, design, and installation of solar systems for now over a decade. Since our foundation, SK Solar has been helping customers be more successful by offering solar power solutions that provide the greatest savings and bottom-line benefits. Through proven experience, SK Solar has simplified the solar process for customers so that they can realize energy savings faster.

With 80+ megawatts installed and over 1000 solar systems implemented, SK Solar continues to develop technologies that improve solar production and systems that deliver stable, long-term financial benefits. The team at SK Solar will show you how to make solar the affordable energy option.

The Business Advantages of Solar Energy



By taking advantage of open roof space or land, you can:

- ✚ **Reduce operating costs**
- ✚ **Lock-in energy costs for years to come**
- ✚ **Decrease your carbon footprint**

All by producing clean, cost-efficient energy harnessed by the sun.

When you partner with SK Solar, you invest in the future of your business. Being in business for over 10 years with over 80MW installed in the market, we know what it takes to make a good business great. We share your desire to push the limits of innovation—and strategically allocate resources and manage costs at the same time.

No matter how good intentioned your business is, if an investment doesn't pencil out, it just doesn't make sense for your business. Here are some interesting facts about solar finance that could surprise you: Many businesses achieve 15 to 25 percent in after-tax returns, generating thousands of dollars in savings per year

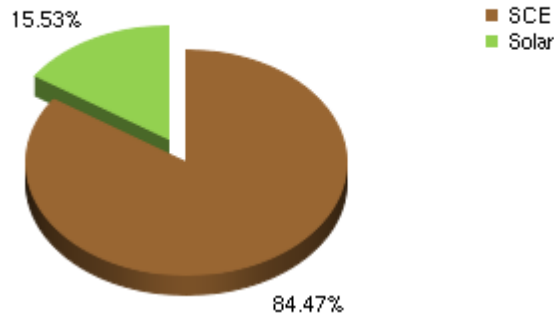
More and more businesses every year have decided to go solar because it makes both financial sense and makes sense for the environment. It makes a powerful statement to your customers and employees that your company cares about the future of the earth for our children and future generations.

System Specifications

155.120 kW DC System

- 214 SolarWorld module(s)
- 340 SolarWorld module(s)
- 2 SMA America inverter(s)
- 4 SMA America inverter(s)
- 254,901 kWh of solar electricity production in year 1
- Solar share of electricity cost in first year: 15.53%

Electricity Payment by Source



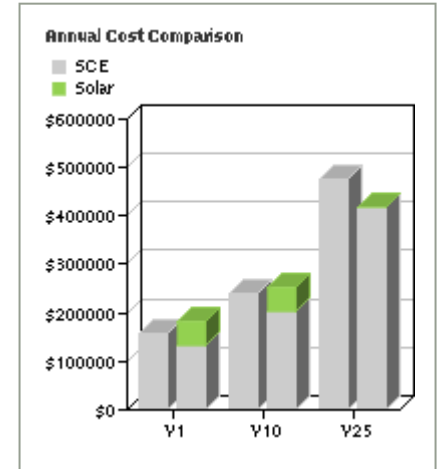
Financial Summary

Agreement Summary


Initial Payment	\$65,000
Solar Payment	\$3,970
Annual Increase	N/A

SCE Savings*

SCE Bill w/out Solar	\$13,123
- SCE Bill with Solar	\$11,085
- <u>Monthly Payment</u>	<u>\$3,970</u>
Monthly Savings	-\$1,932
Savings over 25 years	\$495,435



Financing Comparison

Finance Method	100% Cash	Generic Loan
System Price	\$466,500	\$466,500
\$/kWh		\$0.059 
Initial Payment	\$439,128	\$65,000
Pre-Solar Monthly Cost		\$13,123
Post-Solar Monthly Cost		\$12,341
Monthly Savings		\$782
Payback		
Lifetime Savings		\$733,763



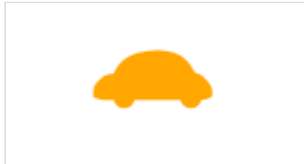
Return on Investment

Initial Investment: \$65,000 Total Savings: \$495,435 Rate of Return: 50%

Year	Utility Without Solar	Utility With Solar		Annual Payment		Total	Annual Savings	Payback
1	\$157,470	\$133,022	+	\$47,643	=	\$180,665	-\$23,195	\$0
2	\$164,871	\$139,530	+	\$47,643	=	\$187,173	-\$22,302	\$0
3	\$172,620	\$146,353	+	\$47,643	=	\$193,996	-\$21,376	\$0
4	\$180,733	\$153,507	+	\$47,643	=	\$201,150	-\$20,417	\$0
5	\$189,228	\$161,007	+	\$47,643	=	\$208,650	-\$19,422	\$0
6	\$198,121	\$168,870	+	\$47,643	=	\$216,513	-\$18,392	\$0
7	\$207,433	\$177,113	+	\$47,643	=	\$224,756	-\$17,323	\$0
8	\$217,182	\$185,754	+	\$47,643	=	\$233,397	-\$16,215	\$0
9	\$227,390	\$194,814	+	\$47,643	=	\$242,457	-\$15,067	\$0
10	\$238,077	\$204,311	+	\$47,643	=	\$251,954	-\$13,877	\$0
11	\$249,267	\$214,267	+	\$0	=	\$214,267	\$35,000	\$0
12	\$260,982	\$224,704	+	\$0	=	\$224,704	\$36,278	\$0
13	\$273,249	\$235,645	+	\$0	=	\$235,645	\$37,604	\$0
14	\$286,091	\$247,114	+	\$0	=	\$247,114	\$38,977	\$0
15	\$299,538	\$259,137	+	\$0	=	\$259,137	\$40,401	\$0
16	\$313,616	\$271,739	+	\$0	=	\$271,739	\$41,877	\$0
17	\$328,356	\$284,949	+	\$0	=	\$284,949	\$43,407	\$0
18	\$343,789	\$298,797	+	\$0	=	\$298,797	\$44,992	\$0
19	\$359,947	\$313,311	+	\$0	=	\$313,311	\$46,636	\$0
20	\$376,864	\$328,525	+	\$0	=	\$328,525	\$48,339	\$0
21	\$394,577	\$344,472	+	\$0	=	\$344,472	\$50,105	\$0
22	\$413,122	\$361,187	+	\$0	=	\$361,187	\$51,935	\$0
23	\$432,539	\$378,706	+	\$0	=	\$378,706	\$53,833	\$0
24	\$452,868	\$397,069	+	\$0	=	\$397,069	\$55,799	\$0
25	\$474,153	\$416,315	+	\$0	=	\$416,315	\$57,838	\$0
Total	\$7,212,083	\$6,240,218		\$476,430		\$6,716,648	\$495,435	\$0

Environmental Impact Analysis

Your solar system will reduce Green House Gas emissions by 4,142 tons of CO2 over 25 years



Small Car:
14,041,017 miles



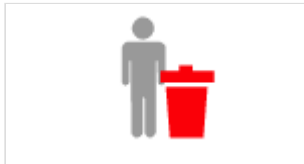
Medium Car:
7,531,091 miles



SUV:
5,276,561 miles



Air Miles:
8,540,412 miles



CO2 from Trash & Waste:
7,531 persons



Trees Planted:
165,684 trees planted

Energy Bill Estimate

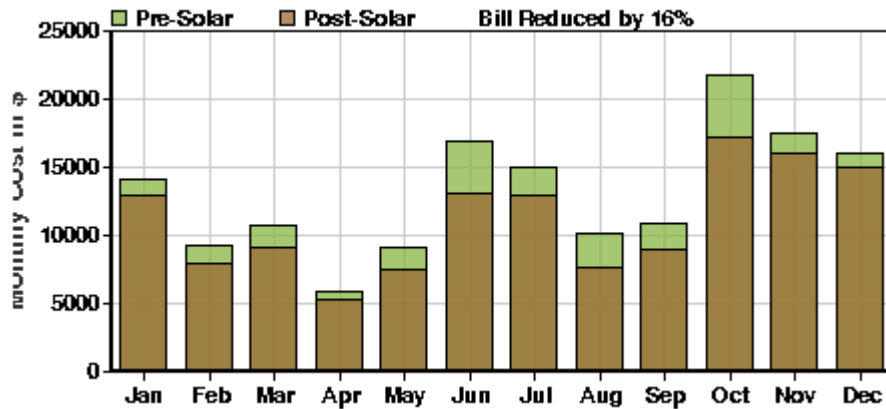
The following energy bill estimate is without any tax effects applied.

(kWh)	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Annual</u>
SCE Usage without Solar	75.1k	83.0k	88.0k	10.2k	72.0k	79.6k	84.8k	58.8k	56.9k	112k	97.6k	87.0k	905k
Solar Production	14.8k	17.3k	21.5k	23.6k	26.4k	25.9k	27.8k	27.0k	21.3k	19.4k	15.8k	14.3k	255k
SCE Usage with Solar	60.3k	65.7k	66.5k	-13.4k	45.6k	53.7k	57.0k	31.8k	35.6k	92.4k	81.8k	72.6k	650k

(Cost)	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Annual</u>
SCE Bill without Solar*	\$14.2k	\$9,290	\$10.7k	\$5,933	\$9,125	\$16.9k	\$15.0k	\$10.1k	\$10.9k	\$21.8k	\$17.6k	\$16.1k	\$157k
SCE Bill with Solar*	\$13.0k	\$7,895	\$9,152	\$5,332	\$7,504	\$13.0k	\$13.0k	\$7,717	\$8,933	\$17.2k	\$16.1k	\$14.9k	\$134k
Annual Excess Credit	Credit for excess electricity generated (month of credit depends on interconnect date)											\$695	\$695
SCE Bill Savings	\$1,209	\$1,395	\$1,568	\$601	\$1,621	\$3,874	\$1,977	\$2,368	\$1,917	\$4,576	\$1,477	\$1,865	\$24.4k

Monthly Electricity Bill Savings

Average Monthly Savings by Tier



Extended System Description

Total System Size:

155.120 kW DC Power (STC)
139.331 (PTC)
136.544 kW AC Power (CEC)

Estimated Annual Production:

254,901 kWh

Array 1

Proposed Array Size (STC):

59.920 kW

Number of PV Panels:

214

Number of Inverters:

Qty. 2

Output Due to Shade Factors:

100%

PV Panel Description:

SolarWorld SW280 Mono
280W Monocrystalline Module

Inverter Description:

SMA America - STP24000TL-US-10 (480V)

Array Area & Orientation:

Roof Mount: 6720 sq-ft
Tilt: 15°
Azimuth: 180

Array 2

Proposed Array Size (STC):

95.200 kW

Number of PV Panels:

340

Number of Inverters:

Qty. 4

Output Due to Shade Factors:

100%

PV Panel Description:

SolarWorld SW280 Mono
280W Monocrystalline Module

Inverter Description:

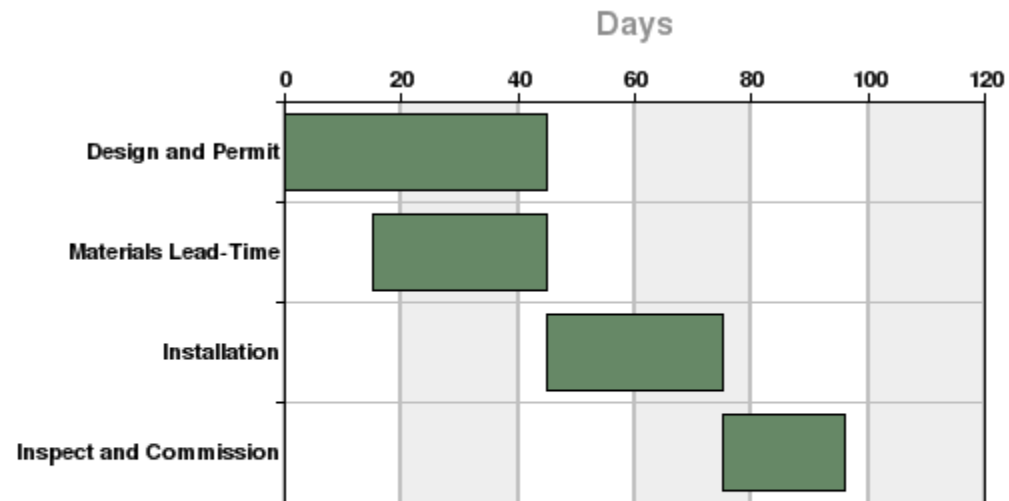
SMA America - STP24000TL-US-10 (480V)

Array Area & Orientation:

Ground Mount: 33333 sq-ft
Tilt: 15°
Azimuth: 180

Job Schedule

The job schedule provided below summarizes our schedule for meeting four key milestones.



Disclaimers & Assumptions

System Size Ratings & Performance

There are three methods commonly used to rate PV system size: STC, PTC and CEC. The Standard Test Condition rating ("STC" also called "DC" or "nameplate") assumes a standard set of optimal operating conditions. The STC rating is most often used by manufacturers to classify the power output of PV modules. The PV-USA Test Condition ("PTC") and California Energy Commission ("CEC") ratings were designed to approximate system performance in more realistic operating conditions.

The Energy production for the first year is based on PVWatts Version 1 and is the sum of each array's production. To calculate the system's energy production for any future year, the expected degradation in system performance is included (See "PV Degradation", in table above).

(Net) Energy Bill Savings

For an individual, electric bills are not usually deductible against income taxes.

For a business, electric bills are usually deductible against income taxes. If an income tax rate is defined, the cash flow displays a "Net" Energy Bill Savings line item which is the Energy Bill Savings less the loss in tax deduction due to the PV system's lowering of the electric bill. Cost inflation for the utility rate and degradation of system performance are also taken into account.

Average Monthly Utility Savings

"Average Monthly Utility Savings" is the average monthly (Net) Energy Bill Savings expected over the system life. This takes into account utility rate inflation and any expected degradation in system performance. This estimate has not assumed any changes in the amount or timing in your building's energy use.

Rate of Return (IRR) on Cash Invested

"Rate of Return on Cash Invested" (also called "Internal Rate of Return" or "IRR") is the annual compounded rate of return that the cash flows (savings, incentives, tax benefits, etc.) bring based upon the net cash invested in the year of installation ("Year 0"). In financial math terms, IRR is the discount rate required to make the sum of the present values of each annual cash flow equal zero. If you financed your system 100%, IRR does not apply since you did not actually invest cash.

Total Life-Cycle Payback

"Total Life-Cycle Payback" is the total cash flows (savings, incentives, tax benefits, etc.) for all years after installation as a percentage of the net cash invested in the year of installation ("Year 0"). This ROI calculation is not adjusted for inflation or the time-value of money.

Levelized Cost of Energy

"Levelized Cost of Energy" (or LCOE) is an approximation of the average cost of energy from your solar system (\$/kWh). To determine LCOE, the system Net Cost (\$) in the installation year is divided by the amount of energy produced (kWh) over the system life (years). For this calculation, energy produced over system life is limited to the annual energy consumption of the building times the system life in years. The Net Cost does not include incentives which may materialize in later years, such as tax credits or deductions or production rebates. This calculation is not adjusted for the time-value of money.

Loan / Lease Modeling

The default assumptions used to model any loan or lease are for example purposes only. Terms for an actual loan or lease will vary depending upon such things as an assessment of credit risk, income, equity values, interest rates, loan terms and other factors.

Environmental Analysis

CO₂ gas emissions avoided per passenger via various travel methods:

Travel Method	Emissions / mile
Small Car	.59 pounds
Medium Car	1.10 pounds
SUV/4 Wheel Drive	1.57 pounds
Airplane (Boeing 747)	0.97 pounds

Air travel average USA capacity.

Tree offset calculation is based on a tree planted in the humid tropics absorbing on average 50 pounds (22 kg) of carbon dioxide annually over 40 years - each tree will absorb 1 ton of CO₂ over its lifetime; but as trees grow, they compete for resources and some may die or be destroyed - not all will achieve their full carbon sequestration potential. This calculator assumes that 5 trees should be planted to ensure that at least one lives to 40 years or that their combined sequestration equals 1 ton.

General waste is based on the USA average carbon dioxide emission equivalent of 1,010 pounds per person per year.

Sources: [Sightline Institute](#), [Trees for the Future](#) and [USA Environmental Protection Agency](#)

Electric Utility Rates & Assumptions

Utility:	Southern California Edison (SCE)
Rate Name (Post Installation):	General Service - Option B (3-Phase, 50-220 kV)
Rate Code:	GS-2 TOU
Annual Inflation:	4.7% (assumed)

About Utility Average Costs

Time-Of-Use Rates: Solar can reduce average cost of electricity by taking advantage of time-of-use rates. Electric rates are usually higher during peak daytime periods. This is when solar systems produce peak output and can "spin your meter backwards".

Each day (weekday or weekend) is broken into four (4) areas: Off-Peak (base rate), Morning Part-Peak, Peak, and Afternoon Part-Peak. We have defined the times each rate starts and used the current rate applicable for that time period. Your utility may change these rates or the time periods applied. TOU charges can account for a large percentage of your utility bill and the assumptions used in these estimates may not be accurate for your particular situation.

Demand Rates: With "demand rates" a portion of your utility bill is a demand rate times the peak demand measured in the month. You may find that solar does reduce your demand charges. However, for this analysis it is assumed that solar will not reduce the measured peak demand, and thus demand charges will not change with solar installed. Please note, demand rates can come with high monthly metering fees. In this case, the average cost per kWh may actually be higher since the metering fees must now be allocated across the smaller amount of electricity you purchased from the utility after a solar installation.

Annual Electric Bill "True-Up" (Reconciliation): This analysis assumes you will receive a cumulative credit from your electric utility at the end of the year for each month your system produces more energy value to the grid than you consumed. Sometimes this is referred to as a utility bill "true up". This action balances your bill across the year: often in summer months your solar system may provide excess electricity ("spin the meter backwards"), compared to winter months. So you receive billing "credits" in summer for excess energy generated (aka Net Excess Generation). At the end of the year these credits may be applied to charges incurred in months where you purchased electricity (usually winter months) assuming your utility provides Net Metering. This analysis assumes your total annual utility bill will not be less than any minimum utility customer charges, as applicable.

Utility Electric Rate Inflation: Historical References

California Rates: In 2009, the average retail electric rate was 13.24 cents per kWh (14.74 cents residential). Investor-owned utilities averaged 14.15 cents per kWh. Since 1970, electric rates in California have increased 6.7% annually.

National Averages: In 2009, the average retail electricity price for all customers across the United States rose to 9.83 cents per kWh, a small increase over 2008. Over the two year period though, from 2007 to 2009, the average retail price rose 7.7 percent.

See the following Dept of Energy source for more detail on regional and state inflation patterns.

Source: http://www.eia.doe.gov/cneaf/electricity/esr/esr_sum.html

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 8, 2014
SUBJECT: C.2.c. AUTHORIZE SUPERINTENDENT TO AWARD CONTRACT FOR BID 13-12R, BUILDING 100 MODERNIZATION AT BROOKSIDE ELEMENTARY SCHOOL (REBID)

ACTION

ISSUE: Shall the Board delegate limited authority to the Superintendent to award a contract for Bid 13-12R, Building 100 Modernization at Brookside Elementary School, consistent with the requirements of Public Contract Code and Government Code?

BACKGROUND: On January 21, 2014, the Board approved the 2014 Measure R Master Plan Update, which included Project 13-12R, Building 100 Modernization at Brookside Elementary School. Bid opening for the rebid of this project will occur after the April Board meeting, but well in advance of the May meeting. Time is of the essence for this project, as the award at the earliest possible time is required to ensure completion of the work prior to the start of the 2014-15 school year. Consequently, it is requested that the Board delegate the authority to the Superintendent to award a contract for this bid.

Education Code (EC) Section 17604 permits the Board to delegate authority to award contracts to the Superintendent, provided that the Board ratifies the award at a future meeting. Staff is recommending implementation of EC 17604, delegating authority to the Superintendent to award Bid 13-12R as follows: 1) award of a contract will be limited to Bid 13-12R, Building 100 Modernization at Brookside Elementary School; 2) the contract will be awarded in strict conformance with the requirements of Education Code, Public Contract Code, Government Code, and all other applicable law; 3) the proposed award will be reviewed jointly by the Superintendent, staff, construction manager, and Facility Planning Committee subcommittee, considering price, quality, value and needs of the District, and determination of an award of contract, if any, shall be made by the Superintendent; 4) any contract awarded shall be presented for Board approval at its regular meeting on May 20, 2014.

ALTERNATIVES:

1. It is recommended that the Board delegate limited authority to the Superintendent to award Bid 13-12R, Building 100 Modernization at Brookside Elementary School, as specified above.
2. Do not delegate the limited authority to the Superintendent.

RECOMMENDATION: Alternative No. 1

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 8, 2014
SUBJECT: C.2.d. APPROVE AWARD OF BID 13-15R, BUILDING A GYMNASIUM MODERNIZATION AT OAK PARK HIGH SCHOOL

ACTION

ISSUE: Shall the Board award Bid 13-15R, Building A Gymnasium Modernization at Oak Park High School?

BACKGROUND: In its approval of the District’s Facility Master Plan in January 2014, the Board authorized Project 13-15R, Building A Gymnasium Modernization at Oak Park High School. Bids for this project were received and opened on March 11, 2014, and are currently under review and analysis by District staff and construction manager Balfour Beatty Construction. After completion of the review, a recommendation for award will be prepared and forwarded to the Board in advance of this evening’s meeting.

ALTERNATIVES:

1. Award Bid 13-15R, Building A Gymnasium Modernization at Oak Park High School to the lowest responsive and responsible bidder as recommended.
2. Do not award Bid 13-15R, and reject all bids.

RECOMMENDATION: Alternative No. 1

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 8, 2014
SUBJECT: C.2.e. APPROVE AWARD OF BID 14-01R, CAMPUS ADA MODERNIZATION AT OAK PARK HIGH SCHOOL

ACTION

ISSUE: Shall the Board award Bid 14-01R, Campus ADA Modernization at Oak Park High School?

BACKGROUND: In its approval of the District’s Facility Master Plan on January 21, 2014, the Board authorized the modernization of ADA access on the Oak Park High School campus. The budget established for this project is \$140,000 for direct construction, with a 20% contingency of \$28,000, for a total budget of \$168,000. On March 14, 2014, three bids were received in response to the District’s call for bids. The following is a recap of the bids received; bid amounts are Base Bid only, no alternates were requested:

CONTRACTOR	TOTAL BASE BID
Mendez Concrete, Inc.	\$ 99,200.00
Hughes General Engineering, Inc.	\$ 168,875.00
J.E.C., Inc. dba J. Evans Construction	\$ 188,000.00

The bids for this work have been reviewed and analyzed by Balfour Beatty Construction, the Facility Planning Subcommittee, and District staff. The apparent low bidder, Mendez Concrete, has requested to withdraw its bid due to a clerical error, and it is recommended that the Board permit the withdrawal. Accordingly, it is recommended that the Board award a contract to the next lowest responsive and responsible bidder, Hughes General Engineering, Inc., in the amount of \$168,875.00.

- ALTERNATIVES:**
- Grant the request of Mendez Concrete, Inc. to withdraw its bid due to a clerical error.
 - Award Bid 14-01R, Campus ADA Modernization at Oak Park High School to Hughes General Engineering, Inc., in the amount of \$168,875.00, as lowest responsive and responsible bidder.
 - Reject all bids received and direct staff to re-bid the project.

RECOMMENDATION: Alternative Nos. 1 and 2

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Oak Park Unified School District
5801 East Conifer Street
Oak Park, CA 91377
Attn; Martin Klauss, Assistant Superintendent Business Services

March 26, 2014

Subject: Measure "R" Staff Support Services
Oak Park Unified School District
Oak Park, CA

Re: Project 14-01R Site Modernization ADA/DSA Upgrades at Oak Park High School
Recommendation to Award Bid to the Lowest Responsive Bidder

Dear Mr. Klauss,

The District received bids for Project 14-01R Site Modernization ADA/DSA Upgrades at Oak Park High School on March 14, 2014. The following companies submitted a bid (bid opening sheet in the order of opening is attached). This Project is indicated to occur in the current year in the recent Measure "R" Master Plan update approved by the Board on January 21, 2014. The work is scheduled to occur during the 2014 Summer Break.

<u>Contractor</u>	<u>Total Base Bid</u>
Mendez Concrete, Inc.	\$ 99,200.00
Hughes General Engineering, Inc.	\$ 168,875.00
J.E.C, Inc dba J Evans Const	\$ 188,000.00

The District has received and accepted a letter from the low bidder, Mendez Concrete, Inc requesting to withdraw their submitted bid due to clerical error. Accordingly, we recommend the District award to the next lowest responsive bidder, Hughes General Engineering, Inc

The 2014 Master Plan Update allocates \$ 140,000 plus a contingency of 20% for a total construction budget of \$168,000 to complete the scope of work related to this project. Should the Board authorize Notice of Award to the next lowest responsive bidder, Hughes General Engineering, Inc, a cost to Master Plan contingency of \$875 will be realized.

Options to the Board;

- A. Accept the withdrawal of bid submitted by Mendez Concrete and authorize Staff to enter into an Agreement with next low responsive bidder, Hughes General Engineering, Inc
- B. Reject the bids and authorize Staff to re-bid the project

Balfour Beatty Construction has reviewed the bid package and confirmed the submitted proposal is responsive and we would recommend the Board of Trustees accept the withdrawal of bid submitted by Mendez Concrete and authorize Staff to issue a Notice of Award and enter into an Agreement with next lowest responsive bidder, Hughes General Engineering, Inc

Should you have any questions or require any additional information, please contact me at anytime



Dennis Kuykendall
Senior Project Manager, Balfour Beatty Construction

Attachments; Bid Sheet Tabulation

MENDEZ CONCRETE, INC.

1210 E. Santa Paula St. Santa Paula, Ca 93060 * (805)525-8043 * Fax: (805)525-8057 * Lic. #497452

To: Dennis Kuykendall – Balfour Beatty Construction

RE: Oak Park High School ADA Upgrades OPUSD Project #14-01R

Dennis,

After a full review of our bid, we regret to inform you that Mendez Concrete, Inc. will withdraw our bid for the project referenced above. We have found there were mathematical errors and items which were overlooked and caused our bid to be considerably low.

At this time we respectfully ask that the District and Balfour Beatty accept this formal withdrawal of our bid, and request that the District will consider Mendez for future bids.

If you have any questions in regards to this matter, please feel free to call me.

Thank you,

Carlos Mendez,
Mendez Concrete, Inc.
805.525.8043 phone
805.525.8057 fax
carlos@mendezconcrete.com

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 8, 2014
SUBJECT: C.2.f. APPROVE COMMON CORE STATE STANDARDS GENERAL SPENDING PLAN FOR FISCAL YEARS 2013-14 AND 2014-15

ACTION

ISSUE: Shall the Board of Education approve the District's proposed Common Core State Standards general spending plan for fiscal years 2013-14 and 2014-15?

BACKGROUND: At its meeting on March 18, 2014, the Board received and discussed the District's proposed general spending plan for the Common Core State Standards (CCSS) implementation funds during the 2013-14 and 2014-15 school years. The enacted 2013-14 State Budget provides one-time funds to school districts to support the activities required to implement the federal CCSS program. The new standards are required to be in place for the 2014-15 school year, and the accompanying funding is provided specifically to support the following activities:

- Professional development for certificated and classified employees involved in the direct instruction of pupils using CCSS.
- Instructional materials and supplemental instructional materials aligned to CCSS.
- Technology equipment and infrastructure to provide technology-based instruction using CCSS and to implement computer-based student assessments.

The amount of one-time estimated funds to be received by the District for this purpose is \$902,000, and the funds must be spent by July 1, 2015. As a condition of receiving the funds, a general spending plan for the funds must be presented at a public meeting of the governing board and then approved at a subsequent public meeting of the governing board.

The District's proposed spending plan was being finalized as this agenda was going to press, and will be provided to the Board and posted for the public prior to this evening's meeting. As discussed at the Board's March meeting, the plan for the 2013-14 and 2014-15 school years will include:

- Staff Professional Development for implementing CCSS.
- Workshop for teachers and administrators through multiple resources and services from Ventura County Office of Education and other qualified consultants.
- Substitute pay to release teachers for collaboration and training.
- Adopt and purchase current standards-aligned instructional materials.
- Upgrade the technology infrastructure to provide Internet access, and greater network capacity to meet the Smarter Balanced Assessment requirements and system administration.
- Upgrade servers, switches, and network infrastructures systems as needed.
- Purchase mobile devices, software, learning management systems, instructional and assessment based technology systems/software.
- Provide supplemental instructional CCSS material either in textbook or electronic format.

BOARD MEETING, APRIL 8, 2014
 Common Core State Standards General Spending Plan
 For Fiscal Years 2013-14 and 2014-15
 Page 2

- Personnel to assist in the implementation for CCSS.
- All and any support needed by staff and the District to help implement the CCSS as outlined above, and the one-time CCSS funding provisions stated in the law.

RECOMMENDATION: 1. Approve the District’s proposed Common Core State Standards general spending plan for fiscal years 2013-14 and 2014-15 as presented.
 2. Do not approve the Common Core State Standards general spending plan.

Prepared by: Leslie Heilbron, Ed.D., Assistant Superintendent, Human Resources
 Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted:

 Anthony W. Knight, Ed.D.
 Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 8, 2014
SUBJECT: C.2.g. APPROVE ACCEPTANCE OF DONATIONS

ACTION

ISSUE: Shall the Board acknowledge and accept donations made to the Oak Park Unified School District?

BACKGROUND: The following donations have been made to the District:

<u>Site</u>	<u>Gift/Donor</u>	<u>Est. Value</u>
OPHS	Gym Equipment/Mark De Jesse	\$ 5,000.00

RECOMMENDATION: Accept the donations with thanks.

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: APRIL 8, 2014

**SUBJECT: C.3.a. PUBLIC HEARING AND RECEIVE PROPOSAL FOR 2014-15
NEGOTIATIONS AND APPROVE THE DISTRICT'S INITIAL
PROPOSAL FOR COLLECTIVE BARGAINING NEGOTIATIONS
WITH THE OAK PARK TEACHERS ASSOCIATION**

PUBLIC HEARING/ACTION

ISSUE: Should the Board receive and adopt the Oak Park Unified School District's initial proposal for collective bargaining for the 2014-2015 school year and authorize the Superintendent to initiate negotiations on behalf of the Board?

BACKGROUND: The current Contract of Agreement between the Oak Park Unified School District and the Oak Park Teachers Association expires on June 30, 2014. As such, the only articles open to negotiations are Article 9 – Salaries and Compensation Regulations and Article 10 – Health and Welfare Benefits and two additional articles from each side. Each side is required to sunshine the articles that it proposes to open for discussion.

RATIONALE: A copy of the Oak Park Unified School District's initial proposal for collective bargaining negotiations is attached. Following the public hearing, the Board will be asked to adopt, or revise, and approve the District's initial proposal, and authorize the Superintendent to initiate negotiations on behalf of the Board.

- ALTERNATIVES:**
1. Receive and adopt the District's initial proposal authorizing the Superintendent to initiate negotiations with OPTA.
 2. Receive, revise and adopt the District's initial proposal authorizing the Superintendent to initiate negotiations with OPTA.
 3. Do not adopt the District's initial proposal.

RECOMMENDATION: Approve Alternative #1.

Respectfully submitted

Anthony W. Knight, Ed.D.
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT
OFFICE OF HUMAN RESOURCES

To: Oak Park Teacher's Association and the Oak Park Unified Board of Education

From: Dr. Leslie Heilbron, Assistant Superintendent

Subject: OPUSD Proposal for 2014-2015 Negotiations

Date: March 26, 2014

The District proposes to discuss the following articles during the 2014-2015 negotiations with the Oak Park Teacher's Association.

Article 9 – Salaries and Compensation Regulations – The District proposes to discuss the issue of salaries reflecting the current state and district financial conditions.

Article 10 – Health and Welfare Benefits – The District proposes to discuss the current health benefits package as it relates to the recommendations from the Health Benefits Committee.

Cc:

Russ Peters, OPTA President

Tim Roesner, OPTA Negotiations Chair

Dr. Anthony Knight, Superintendent



President Russ Peters
rpeters@opusd.k12.ca.us

To: Oak Park Unified School District and Leslie Heilbron

From: Russ Peters, OPTA President
Tim Roesner, Bargaining Chair

Date: March 17, 2014

Oak Park Teachers Association Sunshine Proposal for 2013-2014 Negotiations

Article 9 - Salaries and Compensation Regulations

Article 10 - Health and Welfare Benefits - Improvements/amendments to the current Health Benefits package.

Article 14 - Leaves of Absence – Personal/Sick days

Article 19 - Transfers and Reassignments - Discuss current language.

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: APRIL 8, 2014

SUBJECT: C.3.b. PUBLIC HEARING AND RECEIVE OPCA PROPOSAL FOR 2014-15 NEGOTIATIONS AND APPROVE THE DISTRICT'S INITIAL PROPOSAL FOR COLLECTIVE BARGAINING NEGOTIATIONS WITH THE OAK PARK CLASSIFIED ASSOCIATION

PUBLIC HEARING/ACTION

ISSUE: Should the Board receive and adopt the Oak Park Unified School District's initial proposal for collective bargaining for the 2014-2015 school year and authorize the Superintendent to initiate negotiations on behalf of the Board?

BACKGROUND: The current Contract of Agreement between the Oak Park Unified School District and the Oak Park Classified Association expires on June 30, 2014. As such, the only articles open to negotiations are Article 11 – Salaries, Pay and Allowances and Article 12 – Health and Welfare Benefits and two additional articles from each side. Each side is required to sunshine the articles that it proposes to open for discussion.

RATIONALE: A copy of the Oak Park Unified School District's initial proposal for collective bargaining negotiations is attached. Following the public hearing, the Board will be asked to adopt, or revise, and approve the District's initial proposal, and authorize the Superintendent to initiate negotiations on behalf of the Board.

- ALTERNATIVES:**
1. Receive and adopt the District's initial proposal authorizing the Superintendent to initiate negotiations with OPCA.
 2. Receive, revise and adopt the District's initial proposal authorizing the Superintendent to initiate negotiations with OPCA.
 3. Do not adopt the District's initial proposal.

RECOMMENDATION: Approve Alternative #1.

Respectfully submitted

Anthony W. Knight, Ed.D.
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT
OFFICE OF HUMAN RESOURCES

To: Oak Park Classified Association and the Oak Park Unified Board of Education

From: Dr. Leslie Heilbron, Assistant Superintendent

Subject: OPUSD Proposal for 2014-2015 Negotiations

Date: March 26, 2014

The District proposes to discuss the following articles during the 2014-2015 negotiations with the Oak Park Classified Association.

Article 11 – Salaries, Pay and Allowances– The District proposes to discuss the issue of salaries reflecting the current state and district financial conditions.

Article 12 – Health and Welfare Benefits – The District proposes to discuss the current health benefits package as it relates to the recommendations from the Health Benefits Committee.

Cc:

Virginia Standring, OPCA President

Toni Paulson, OPCA Vice President

Dr. Anthony Knight, Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: ~~FEBRUARY 18, 2014~~ MARCH 18, 2014 APRIL 8, 2014

SUBJECT: C.4.a. APPROVE AMENDMENT OF BOARD POLICY 5123 – PROMOTION/ACCELERATION/RETENTION – ~~First~~ Second Reading

Action

ISSUE: Should the Board of Education approve amendment of Board Policy 5123 – Promotion/Acceleration/Retention?

BACKGROUND: Board Policy 5123 is updated to reflect mandate that the policy provide for students to be identified for retention as early in the school year, and as early in their school careers, as possible. Policy reflects new law (AB 484) which establishes a new state assessment system impacting the indicators that may be used to identify students for retention. Board Policy 5123 is being submitted with recommended changes from CSBA.

- ALTERNATIVES:**
1. Approve the amendment of Board Policy 5123 – Promotion/Acceleration/Retention .
 2. Do not approve the amendment Board Policy 5123 – Promotion/Acceleration/Retention.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5123(a)

Promotion/Acceleration/Retention

The Governing Board expects students to progress through each grade level within one school year. To accomplish this, instruction should accommodate the variety of ways that children learn and include strategies for addressing academic deficiencies when needed.

Students shall progress through the grade levels by demonstrating growth in learning and meeting grade-level standards of expected student achievement.

(cf. 6011 - Academic Standards)
(cf. 6146.1 – High School Graduation Requirements)
(cf. 6146.5 - Elementary/Middle School Graduation Requirements)
(cf. 6162.52 – High School Exit Examination)
(cf. 6170.1 – Transitional Kindergarten)

~~Progress toward high school graduation shall be based on students' ability to pass the courses necessary to earn the required number of credits and, beginning in the 2003-04 school year, on their ability to pass the state high school exit examination.~~

~~*(cf. 6146.1 – High School Graduation Requirements)*~~

When high academic achievement is evident, the Superintendent or designee ***Student Study Team (SST), a group including, but not limited to, a parent or guardian, a teacher, and an administrator,*** may recommend a student for acceleration into a higher grade level. The student's maturity level shall be taken into consideration in making a determination to accelerate a student.

~~, the Superintendent or designee ***SSTs*** shall identify students who should be retained and who are at risk of being retained ***at their current grade level*** as early ***in their school careers as practicable. Such students shall be identified at the following grade levels: (Education Code 48070.5)*** as possible in the school year in accordance with law, Board policy, administrative regulation and the following criteria:~~

~~Before retaining a student, the principal or designee shall determine that:~~

- ~~• The student has not met grade level standards of expected student achievement based on data and agreed upon criteria.~~
- ~~• Appropriate instructional interventions targeted to the student's needs have been provided as a support strategy.~~
- ~~• Supplemental instruction in which the student has participated has not sufficiently prepared the student for successful advancement.~~
- ~~• The student and his/her parent/s or guardian/s have been notified and have been provided~~

~~criteria, data, and reasons for the recommendation to retain.~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5123(b)

~~(cf. 5121 – Grades/Evaluation of Student Achievement)~~

~~(cf. 5149 – At Risk Students)~~

1. *Between grades 2 and 3*
2. *Between grades 3 and 4*
3. *Between grades 4 and 5*
4. *Between the end of the intermediate grades and the beginning of the middle school grades*
5. *Between the end of the middle school grades and the beginning of the high school grades*

Students shall be identified for retention on the basis of failure to meet minimum levels of proficiency, as indicated by grades and the following additional indicators of academic achievement:

1. *Report card grades*
2. *Districtwide assessments*
3. *Performance on student work reflecting progress on standards*
4. *Standardized test scores*
5. *Teacher recommendation*
6. *Classroom instructional participation time*

~~(cf. 5121 – Grades/Evaluation of Student Achievement)~~

~~(cf. 5149 – At-Risk Students)~~

Students between grades 2 and 3 and grade 3 and 4 shall be identified primarily on the basis of their level of proficiency in reading. Proficiency in reading, English language arts, and mathematics shall be the basis for identifying students between grade 4 and 5, between intermediate and middle school grades, and between middle school grades and high school grades (Education Code 48070.5)

~~(cf. 6142.91 – Reading/Language Arts Instruction)~~

~~(cf. 6142.92 – Mathematics Instruction)~~

If a student does not have a regular classroom teacher, the Superintendent or designee shall convene an SST for the decision to promote or retain the student. (Education Code 48070.5)

The SST's decision to promote or retain a student may be appealed in accordance with AR 5123 – Promotion/Acceleration/Retention.

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5123(b)

When a student in ~~grades 2 through 9~~ is ***recommended for retention or is identified at risk for retention***, ~~retained or recommended for retention~~, the Superintendent or designee shall offer ***an appropriate program of remedial instruction to assist the student in meeting grade-level expectations***. ~~programs of direct, systematic and intensive supplemental instruction in accordance with Education Code 37252.2.~~ (***Education Code 48070.5***)

(cf. 6179 - Supplemental Instruction)

Legal Reference:

EDUCATION CODE

37252-37253.5 Supplemental instruction

41505-41508 Pupil Retention Block Grant

46300 Method of computing ADA

48010 Admittance to first grade

448011 Admission on completing kindergarten; grade placement of pupils coming from other districts

Promotion/retention following one year of kindergarten

48070-48070.5 Promotion and retention

~~48421.6 Required systematic review of students and grading~~

56345 Elements of individualized education plan

~~60640-60649 Standardized Testing and Reporting Program~~ ***California Assessment of Student Performance and Progress***

60850-60856 Exit examination

CODE OF REGULATIONS, TITLE 5

200-202 Admission and exclusion of students

Management Resources:

CDE MANAGEMENT ADVISORIES

~~0900.90 Changes in Law Concerning Eligibility for Admission to Kindergarten 90-10~~

LEGISLATIVE COUNSEL'S OPINION

~~Promotion and Retention #21610~~

CSBA POLICY ADVISORIES

~~0901.99 Social Promotion/Retention Policy Briefing: Considerations for English Language Learners~~

~~1112.98 Student Promotion/Retention Advisory~~

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

FAQs Promotion, Retention, and Grading (students with disabilities)

FAQs Pupil Promotion and Retention

Kindergarten Continuance Form

WEB SITES

CSBA: <http://www.csba.org>

CDE: <http://www.cde.ca.gov>

Adopted: 6-14-99

Amended: 4-17-01, 9-17-02

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: APRIL 8, 2014

SUBJECT: C.4.b APPROVE AMENDMENT TO BOARD POLICY 6146.1 – HIGH SCHOOL GRADUATION REQUIREMENTS –First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 6146.1 – High School Graduation Requirements?

BACKGROUND: Board Policy 6146.1 is being updated to reflect new law (AB 216) which requires districts to exempt from any district-adopted graduation requirements a foster youth who transfers into the district after completing his/her second year of high school, unless the district finds that the youth is reasonably able to complete the requirements in time to graduate by the end of his/her fourth year of high school. Policy 6146.1 is being submitted with language recommended by CSBA.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy 6146.1 – High School Graduation Requirements.
 2. Do not amend Board Policy 6146.1 – High School Graduation Requirements.
 3. Adopt a modified version of the amendment to Board Policy 6146.1 – High School Graduation Requirements.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6146.1(a)

High School Graduation Requirements

The Governing Board desires to prepare all students to obtain a high school diploma to enable them to take advantage of opportunities for postsecondary education and/or employment.

(cf. 5127 - Graduation Ceremonies and Activities)

(cf. 5147 - Dropout Prevention)

(cf. 5149 - At-Risk Students)

(cf. 6143 - Courses of Study)

(cf. 6146.3 - Reciprocity of Academic Credit)

Course Requirements

To obtain a high school diploma, students shall complete at least the following courses in grades 9-12, with each course being one year unless otherwise specified:

1. Forty (40) semester credits in English
2. Thirty-five (35) semester credits of social science to include: ten (10) semester credits of United States history and geography; ten (10) semester credits of world history, culture, and geography; five (5) semester credits in American government and civics; five (5) semester credits in economics; and five (5) credits of world geography. (Education Code 51225.3)
3. Five (5) semester credits of health education.
4. Thirty (30) semester credits of science including biological and physical sciences (Education Code 51225.3) Students attending Oak View High School must complete twenty (20) semester credits of science including life science and physical science. An Oak View High school student may elect to complete ten (10) extra credits of science, including one year of global science, and be recognized as graduating with a “special emphasis in science”.

(cf. 6142.93 - Science Instruction)

5. Thirty (30) semester credits of mathematics including ten (10) semester credits of Algebra I (or twenty (20) semester credits of Algebra 1A and 1B ten (10) each) and ten (10) credits of geometry.

At least one mathematics course, or a combination of the two mathematics courses required for completion in grades 9-12, shall meet or exceed state academic content standards for Algebra 1. (Education Code 51224.5)

Completion, prior to grade 9, of algebra coursework that meets or exceeds state academic content standards shall satisfy the algebra coursework requirement, but shall not exempt a student from the requirement to complete three mathematics courses in grades 9-12. (Education Code

**OAK PARK UNIFIED SCHOOL DISTRICT
BOARD POLICY**

Series 6000

Instruction

BP 6146.1(b)

51224.5)

(cf. 6011 – Academic Standards)
(cf. 6142.92 – Mathematics Instruction)

6. Twenty (20) semester credits of physical education including ten (10) credits of 9th grade physical education. (Education Code 51225.3)

(cf. 6142.7 - Physical Education)

7. Ten (10) semester credits of visual or performing arts, foreign language, or American Sign Language. (Education Code 51225.3)

(cf. 6142.2 – World/Foreign Language Instruction)
(cf. 6142.6 - Visual and Performing Arts Education)

8. Five (5) semester credits of practical skills (industrial arts, technology education [beyond required], journalism, yearbook, auto, architectural, or vocational education).

(cf. 6178 – Career Technical Education)
(cf. 6178.2 – Regional Occupational Center/Program)

9. Five (5) semester credits of computer education course.

10. Five (5) semester credits of a life skills course in senior year.

11. Fifty-five (55) additional semester credits to total two hundred and forty (240). All freshmen and sophomore students will complete a standards based guidance program to develop a personal learning plan.

Oak View High School students will graduate with two hundred and thirty (230) credits unless they chose to complete an additional ten (10) credits of science as stated in #4 above.

Because the prescribed course of study may not accommodate the needs of some students, the Board shall provide alternative means for the completion of prescribed courses in accordance with law.

(cf. 6146.11 - Alternative Credits Toward Graduation)
(cf. 6146.2 - Certificate of Proficiency/High School Equivalency)

The Superintendent or designee shall exempt or waive specific course requirements for foster youth or children of military families in accordance with Education Code 51225.3 and 49701

(cf. 6173.1 – Education for Foster Youth)
(cf. 6173.2 – Education for Children of Military Families)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6146.1(c)

High School Exit Exam

As a condition of high school graduation, each student completing grade 12 shall have successfully passed the state exit examination in language arts and mathematics unless he/she receives a waiver or exemption. (Education Code 60851, 60859)

(cf. 6146.4 - Differential Graduation and Competency Standards for Students with Disabilities)

(cf. 6159 - Individualized Education Program)

(cf. 6162.52 - High School Exit Examination)

Supplemental instruction shall be offered to any student in grade 7-12 who does not demonstrate "sufficient progress," as defined in BP 6179 – Supplemental Instruction, toward passing the exit examination. (Education Code 37252, 60851)

(cf. 6176 - Weekend/Saturday Classes)

(cf. 6177 - Summer School)

(cf. 6179 - Supplemental Instruction)

Students who have passed all state and local graduation requirements by the end of grade 12 except one or both parts of the exit exam shall be informed of educational options available within the district and/or community to enable them to continue their progress toward a high school diploma or the equivalent of a diploma.

(cf. 6158 – Independent Study)

(cf. 6181 – Alternative Schools/Programs of Choice)

(cf. 6184 – Continuation Education)

Students who have passed all graduation requirements by the end of grade 12 except one or both parts of the exit exam also are eligible to receive a certificate of completion or comparable form of recognition to indicate they have completed the required course of study.

~~Students who have not passed one or both parts of the exit exam by the end of grade 12 shall have the opportunity to receive intensive instruction and services for up to two consecutive academic years after completion of grade 12 or until they have passed both parts of the exam, whichever comes first. (Education Code 37254)~~

~~*(cf. 1312.4 – Williams Uniform Complaint Procedures)*~~

~~*(cf. 6164.2 – Guidance/Counseling Services)*~~

~~In addition to intensive remedial instructional, the district shall offer students who have passed all state and local graduation requirements except one or both parts of the exit exam the following options for two years beyond their regular senior year or until they pass the exam, whichever occurs first: free attendance at specialized High School Exit Exam classes at Conejo Valley Adult School.~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6146.1(d)

The Superintendent or designee shall regularly report to the Board regarding the number of students who have fulfilled all local and state graduation requirements except for the passage of the exit exam and the resources that have been offered to such students.

Certificates of Completion

~~Students who have passed all the district's course requirements by the end of their senior year but are unable to pass the high school exit examination shall receive a certificate of completion.~~

~~The Superintendent or designee shall regularly report to the Board regarding the number of students receiving a certificate of completion and the resources that have been offered to such students.~~

Legal Reference:

EDUCATION CODE

~~35186 Williams Uniform Complaint Procedures~~

37252 Supplemental instructional programs

37254 Supplemental instruction based on failure to pass exit exam by end of grade 12

37254.1 Requirement students participation in supplemental instruction

47612 Enrollment in charter school

48200 Compulsory attendance

48412 Certificate of proficiency

48430 Continuation education schools and classes

48645.5 Acceptance of coursework

48980 Notification of parent/guardian

49701 Interstate Compact on Educational Opportunity for Military Children

51224 Skills and knowledge required for adult life

51224.5 Algebra instruction

51225.1 Exemption from district graduation requirements

51225.2 Pupil in foster care defined: acceptance of coursework, credits retaking of course

51225.3 ~~Requirements for~~ **High school** graduation

51225.5 Honorary diplomas; foreign exchange students

51228 Graduation requirements

51240-51246 Exemptions from requirements

51250-51251 Assistance to military dependents

51410-51412 Diplomas

51420-51427 High school equivalency certificates

51450-51455 Golden State Seal Merit Diploma

51745 Independent study restrictions

~~52378 Supplemental school counseling program~~

56390-56392 Recognition for educational achievement, special education

60850-60859 High school exit exam

66204 Certification of high school courses as meeting university admissions criteria

CODE OF REGULATIONS, TITLE 5

1600-1651 Graduation of pupils from grade 12 and credit toward graduation

COURT DECISIONS

O'Connell v. Superior Court (Valenzuela), (2006) 141 Cal.App.4th 1452

**OAK PARK UNIFIED SCHOOL DISTRICT
BOARD POLICY**

Series 6000

Instruction

BP 6146.1(e)

Management Resources:

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, High School: <http://www.cde.ca.gov/ci/gs/hs>

University of California, List of Approved a-g Courses:

<http://www.universityofcalifornia.edu/admissions/freshman/requirements>

Adopted: 4-26-78

Amended: 2-5-91, 8-14-01, 9-17-02, 3-22-05, 2-21-06, 2-17-10, 3-20-12

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: APRIL 8, 2014

SUBJECT: C.4.c AMENDMENT TO BOARD POLICY 6162.51 – STATE ACADEMIC ACHIEVEMENT TESTS – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 6162.51 – State Academic Achievement Tests?

BACKGROUND: Board Policy 6162.51 is being retitled and updated to reflect new law (AB 484) which establishes a new state assessment system, designated by the CDE as the California Assessment of Student Performance and Progress (CAASPP), beginning in the 2013-14 school year. Policy also reflects new law (SB 247) which requires the CDE to identify existing tests that may be used by classroom teachers for diagnostic purposes in grade 2. Policy reflect new law (AB 97) which repealed law that encouraged boards to examine state assessment results by school, grade, and student subgroup during their annual discussion of each school’s Academic Performance Index, but which still requires demonstration of comparable improvement in academic achievement by numerically significant student subgroups. Board Policy 6162.41 is being submitted with recommended changes from CSBA.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy 6162.51 – State Academic Achievement Test.
 2. Do not amend Board Policy 6162.51 – State Academic Achievement Test.
 3. Adopt a modified version of the amendment to Board Policy 6162.51 – State Academic Achievement Test.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6162.51(a)

State Academic Achievement Tests

The Governing Board recognizes that state achievement test results provide an indication of student progress in achieving state academic standards and may be used to promote high-quality teaching and learning. The Superintendent or designee shall administer mandatory student assessments within the California Assessment of Student Performance and Progress (CAASPP) as required by law and in accordance with Board policy and administrative regulation.

(cf. 6011 - Academic Standards)
(cf. 6162.5 - Student Assessment)
(cf. 6162.54 - Test Integrity/Test Preparation)
(cf. 9321 - Closed Session Purposes and Agendas)
(cf. 9321.1 - Closed Session Actions and Reports)

The Board strongly encourages all students at the applicable grade levels to participate in the state assessments in order to maximize the usefulness of the data and enable the district to meet participation levels required for state and federal accountability systems. The Superintendent or designee shall notify students and parents/guardians about the importance of these assessments and shall develop strategies to encourage student participation. Students shall be exempted from participation only in accordance with law and administrative regulation.

(cf. 0520.2 - Title I Program Improvement Schools)
(cf. 0520.3 - Title I Program Improvement Districts)

The Board shall annually examine state assessment results by school, grade level, and student subgroup as one measure of the district's progress in attaining its student achievement goals and shall revise the local control and accountability plan and other district or school plans as necessary to improve student achievement for underperforming student groups.

(cf. 0460 - Local Control and Accountability Plan)
(cf. 0500 - Accountability)

Legal Reference:

EDUCATION CODE

49076 Student records; access
51041 Evaluation of educational program
52052 Academic Performance Index; numerically significant student subgroups
52060-52077 Local control and accountability plan
56345 Individualized education program, contents
60600-60630 Assessment of academic achievement
60640-60649 California Assessment of Student Performance and Progress
60660-60663 Electronic learning assessment resources
60810 Assessment of language development
99300-99301 Early Assessment Program

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6162.51(b)

850-864 State assessments

UNITED STATES CODE, TITLE 20

1412 Participation of students with disabilities in state assessments

6311 Adequate yearly progress

CODE OF FEDERAL REGULATIONS, TITLE 34

200.1 Standards and assessment

Management Resources:

CSBA PUBLICATIONS

Supporting Student Achievement: Student Assessment System in Flux, Governance Brief, June 2013

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Assembly Bill 484 Questions and Answers

CALIFORNIA STATE UNIVERSITY PUBLICATIONS

The Early Assessment Program: Handbook for School Site Leaders, 2008

SMARTER BALANCED ASSESSMENT CONSORTIUM PUBLICATIONS

Usability, Accessibility, and Accommodations Guidelines, September 2013

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

The Use of Tests as Part of High-Stakes Decision-Making for Students: A Resource Guide for Educators and Policy-Makers, December 2000

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Testing and Accountability: <http://www.cde.ca.gov/ta>

California Learning Resources Network: <http://clrn.org>

California State University, Early Assessment Program: <http://www.calstate.edu/eap>

Smarter Balanced Assessment Consortium: <http://www.smarterbalanced.org>

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

Adopted:

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: APRIL 8, 2014

SUBJECT: C.4.d APPROVE AMENDMENT OF BOARD POLICY 6164.2 – GUIDANCE /COUNSELING SERVICES - First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 6164.2 – Guidance/Counseling Services?

BACKGROUND: Board Policy 6164.2 is a mandated policy being updated to reflect new law (AB 97) which redirects funding into the LCFF for the Supplemental School Counseling Program for grades 7-12 and for the 10th grade counseling program formerly funding through the Pupil Retention Block Grant. Board Policy 6164.2 is being submitted with recommended language from CSBA.

- ALTERNATIVES:**
1. Approve the amendment of Board Policy 6164.2 – Guidance/Counseling Services.
 2. Do not approve the amendment Board Policy 6164.2 – Guidance/Counseling Services.
 3. Adopt a modified version of the amendment to Board Policy 6164.2 – Guidance/Counseling Services.

RECOMMENDATION: Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6164.2(a)

Guidance/Counseling Services

The Governing Board recognizes that a comprehensive counseling program can help promote academic achievement and serve the diverse needs of district students. Counseling staff shall be available to meet with students **regarding their education progress toward** ~~to discuss~~ academic **and/or career goals and, as appropriate, may discuss** social, ~~or~~ personal, **or other issues** ~~difficulties as well as other issues~~ that may impact student learning.

(cf. 0460 – Local Control and Accountability Plan)

The Superintendent or designee shall ensure that all persons employed to provide school counseling, school psychology, and/or school social work services shall possess the appropriate credential from the Commission on Teacher Credentialing authorizing their employment in such positions. Responsibilities of each position shall be clearly defined in a job description.

(cf. 4112.2 – Certification)

Academic and Career Counseling

The district's academic counseling shall **be designed to assist** ~~help~~ students **to** establish immediate and long-range educational plans, achieve academic standards, prepare for the high school exit examination, and complete the required curriculum in accordance with their individual needs, abilities and interests. Insofar as possible, parents/guardians shall be included when making educational plans.

(cf. 0410 – Nondiscrimination in District Programs and Activities)

(cf. 0420 – School Plans/Site Councils)

(cf. 1220 – Citizen Advisory Committees)

(cf. 6011 - Academic Standards)

(cf. 6020 – Parent Involvement)

(cf. 6174 – Education for English Language Learners)

Beginning in grade 7, parents/guardians shall receive a general notice at least once before career counseling and course selection so that they participate in the counseling sessions and decisions. (Education Code 221.5)

The counseling program for high school students may include, at appropriate grade levels:

1. Information about courses needed for admission to colleges and universities, standardized admission tests, financial aid, and scholarships

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BP 6164.2(b)

(cf. 6141.5 – Advanced Placement)
(cf. 6143 – Courses of Study)
(cf. 6146.1 – High School Graduation Requirements)
(cf. 6146.11 – Alternative Credits Toward Graduation)
(cf. 6146.2 – Certificate of Proficiency/High School Equivalency)

2. An opportunity for each student and, if practicable, his/her parent/guardian to meet with a counselor to discuss the student’s career goals, available educational and career technical education options, and community and workplace experiences to support the student’s goals

(cf. 6178 – Career Technical Education)
(cf. 6178.1 – Work-Based Learning)
(cf. 6178.2 – Regional Occupational Center/Program)

3. Monitoring of each student’s fulfillment of required coursework and progress toward promotion and graduation, and notification of the student and his/his guardian of remaining academic requirements

(cf. 5123 – Promotion/Acceleration/Retention)
(cf. 6162.52 – High School Exit Examination)

4. Additional specialized counseling services for students identified as at risk of not graduating with their class

(cf. 6177 – Summer Learning Program)
(cf. 6179 – Supplemental Instruction)

~~Counseling staff shall help students plan for the future and become aware of their career potential. Academic planning for higher education shall include information about courses needed for admission to colleges and universities, standardized admission tests, financial aid, and scholarships.~~

~~*(cf. 6030 – Integrated Academic and Vocational Instruction)*
(cf. 6141.5 – Advanced Placement)
(cf. 6143 – Courses of Study)
(cf. 6146.1 – High School Graduation Requirements)
(cf. 6146.11 – Alternative Credits Toward Graduation)
(cf. 6146.2 – Certificate of Proficiency/High School Equivalency)~~

The Superintendent or designee shall establish and maintain a program of guidance, placement and follow-up for all district students subject to compulsory continuation education. (Education Code 48431)

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BP 6164.2(c)

(cf. 6184 - Continuation Education)

No counselor shall unlawfully discriminate against any student. Guidance counseling regarding school programs and career, vocational, or high education opportunities shall not be differentiated on the basis of any protected category specified in BP 0410-Nondiscrimination in District Programs and Activities.

*(cf. 0410 – Nondiscrimination in District Programs and Activities)
(cf 5145.3 – Nondiscrimination/Harassment)*

In addition, counselors shall affirmatively explore with students the possibility of careers, or courses leading to careers, that are nontraditional for that student’s sex. (Education Code 221.5)

For assessing or counseling students, the district shall not use testing or other materials that permit or require impermissible or unlawful differential treatment of students. (5 CCR 4931)

~~The Superintendent or designee shall establish a specialized academic counseling program for students in the 10th grade and shall present this program to the Board for adoption.~~

Colleges, and prospective employers, including military services representatives, shall have the same access to students for recruiting purposes. (20 USC 7908; 10 USC 503; Education Code 49603)

(cf. 5125.1 - Release of Directory Information)

Supplemental School Counseling Program for Students in Grades 7-12

~~The Board adopted supplemental school counseling program for students in grades 7-12 shall be delivered by personnel who hold a valid pupil personnel services credential. The district’s program shall provide for:~~

- ~~1. An individualized review of academic and department records~~
- ~~2. An individualized review of the career goals of students, and the available academic and career technical education opportunities and community and workplace experiences available to students to support their goals~~
- ~~3. An opportunity for a counselor to meet with students and, if practicable the parent/guardian, to discuss available educational and career technical options~~

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BP 6164.2(d)

4. ~~Specialized counseling services for students identified as at risk~~

~~(cf. 6162.52 – High School Exit Examination)~~

~~(cf. 6179 – Supplemental Instruction)~~

Personal or Mental Health Counseling

A school counselor, school psychologist, or school social worker may provide individualized personal, mental health, or family counseling to students in accordance with the specialization(s) authorized by his/her credential. Such services may include, but are not limited to, support related to the student’s social and emotional development, behavior, substance abuse, mental health assessment, depression, or mental illness. As appropriate, students and their parents/guardians shall be informed about community agencies, organizations, or health care providers that offer qualified professional assistance.

~~Counseling staff shall identify and work with students whose personal problems may prevent them from reaching their potential. As appropriate, students shall be informed about agencies that offer qualified professional assistance with substance abuse, physical or emotional problems, or other personal problems.~~

~~(cf. 1020 - Youth Services)~~

~~(cf. 5113 - Absences and Excuses)~~

~~(cf. 5113.1 – Chronic Absence and Truancy)~~

~~(cf. 5131.6 - Alcohol and Other Drugs)~~

~~(cf. 5137 - Positive School Climate)~~

~~(cf. 5138 - Conflict Resolution/Peer Mediation)~~

~~(cf. 5141.4 - Child Abuse Prevention and Reporting)~~

~~(cf. 5141.6 – Student Health Services)~~

~~(cf. 5145.9 - Hate-Motivated Behavior)~~

~~(cf. 5147 - Dropout Prevention)~~

~~(cf. 5149 - At-Risk Students)~~

~~(cf. 6164.5 - Student Success Teams)~~

~~(cf. 6173 – Education for Homeless Children)~~

~~(cf. 6173.1 – Education for Foster Youth)~~

Written parent/guardian consent shall be obtained before mental health counseling or treatment services are provided to a student, except when the student is authorized to consent to the service pursuant to Family Code 6920-6929, health and Safety Code 124260, or other applicable law.

Any information of a personal nature disclosed to a school counselor by a student age 12 years or older or by his/her parent/guardian is confidential and shall not become part of the student record without the written consent of the person who disclosed the confidential information. The information shall not be revealed, released, discussed, or referred to except

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BP 6164.2(e)

under the limited circumstances specified in Education Code 49602. (Education Code 49602)

~~Counselors shall respect student confidentiality as appropriate and shall consult with the Superintendent or designee or with the district's legal counsel whenever unsure of how to respond to a student's personal problem. Parental consultation and consent shall be obtained as appropriate.~~

*(cf. 5022 - Student and Family Privacy Rights)
(cf. 5125 - Student Records)*

A counselor shall consult with the Superintendent or designee and, as appropriate, with the district's legal counsel whenever unsure of how to respond to a student's personal problem or when questions arise regarding the possible release of confidential information regarding a student.

Crisis Counseling

The Board recognizes the need for a prompt and effective response when students are confronted with a traumatic incident. School counselors shall assist in the development of the comprehensive school safety plan, emergency and disaster preparedness plan, and other prevention and intervention practices designed to assist students ***and parents/guardians*** before, ***during***, and after a crisis.

*(cf. 0450 - Comprehensive Safety Plan)
(cf. 3516 - Emergencies and Disaster Preparedness Plan)*

In addition, the Superintendent or designee shall identify crisis counseling resources to train district staff in ***effective threat assessment***, appropriate response techniques, and/or ***methods*** to directly help students cope with ***a such*** crises if ***they it*** occurs.

Early identification and intervention plans shall be developed to help identify those students who may be at risk for violence so that support may be provided before they engage in violent or disruptive behavior.

*(cf. 5131 – Conduct)
(cf. 5131.2 – Bullying)
(cf. 5136 - Gangs)
(cf. 5141.52 - Suicide Prevention)*

Legal Reference:
EDUCATION CODE
221.5 Prohibited sex discrimination

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BP 6164.2(f)

~~37254 Supplemental instruction based on failure to pass exit exam by end of grade 12~~

~~41505-41508 Pupil Retention Block Grant~~

44266 Pupil personnel services credential

48431 Establishing and maintaining high school guidance and placement program

49600-49604 Educational counseling

51250-51251 School age military dependents

51513 Personal beliefs

52378-52380 Supplemental school counseling program

~~REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS~~

~~48431.6 Tenth grade counseling program~~

FAMILY CODE

6920-6929 Consent by minor for treatment or counseling

HEALTH AND SAFETY CODE

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

PENAL CODE

11166-11170 Reporting known or suspected cases of child abuse

WELFARE AND INSTITUTIONS CODE

5850-5883 Mental Health Services Act

CODE OF REGULATIONS, TITLE 5

4930-4931 Counseling

80049-80049.1 Pupil personnel services credential

80632-80632.5 Preparation programs for pupil personnel services

UNITED STATES CODE, TITLE 10

503 Military recruiter access to directory information

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

7908 Armed forces recruiter access to students and student recruiting information

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California Results-Based School Counseling and Student Support Guidelines, 2007

WEB SITES

American School Counseling Association: <http://www.schoolcounselor.org>

California Association of School Counselors: <http://www.schoolcounselor-ca.org>

CDE: <http://www.cde.ca.gov>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

United States Department of Education, Access to military recruiters:

<http://www.ed.gov/policy/gen/guid/fpc/hottopics/ht10-09-02.html>

Adopted: 4-26-78

Amended: 6-19-84, 7-21-87, 9-17-02, 1-16-07, 5-20-08

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: APRIL 8, 2014

SUBJECT: C.4.e. APPROVE AMENDMENT TO BOARD POLICY 6173.1 – EDUCATION FOR FOSTER YOUTH – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 6173.1 – Education for Foster Youth?

BACKGROUND: Board Policy 6173.1 is being updated to reflect new law (AB 97 and SB 97) which provides grants with the LCFF based on the number and concentration of unduplicated counts of foster youth, English learners, and low-income students and requires the district’s local control and accountability plan (LCAP) to include annual goals for all students and each “numerically significant” student subgroup including foster youth. Board Policy 6173.1 is being submitted with recommended changes from CSBA.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy 6173.1 – Education for Foster Youth.
 2. Do not amend Board Policy 6173.1 – Education for Foster Youth.
 2. Adopt a modified version of the amendment to 6173.1 – Education for Foster Youth.

RECOMMENDATION: Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

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BP 6173.1(a)

Education for Foster Youth

The Governing Board recognizes that foster youth **face significant barriers to achieving academic success** ~~may be at greater risk for poor academic performance~~ due to their family circumstances, **and** ~~disruption of their educational program,~~ and emotional, social, and other health needs. **To enable such students to achieve state and district academic standards, the Superintendent or designee** ~~The district shall provide such students~~ **them** with full access to the district's educational program and **implement strategies identified as necessary for the improvement of the academic achievement of foster youth in the district's local control and accountability plan (LCAP).** ~~other support services necessary to assist them in achieving state and district academic standards.~~

(cf. 0460 – Local Control and Accountability Plan)

(cf. 3100 – Budget)

(cf. 5131.6 – Alcohol and Other Drugs)

(cf. 5147 – Dropout Prevention)

(cf. 5149 – At-Risk Students)

(cf. 6011- Academic Standards)

(cf. 6145 – Extracurricular and Co-curricular Activities)

(cf. 6145.2 – Athletic Competition)

(cf. 6164.2 – Guidance/Counseling Services)

(cf. 6173 - Education for Homeless Children)

(cf. 6179 – Supplement Instruction)

The Superintendent or designee shall ensure that placement decisions for foster youth are based on the students' best interests as defined in law and administrative regulation. To that end, he/she shall designate a staff person as a district liaison for foster youth to help facilitate the enrollment, placement, and transfer of foster youth.

The Superintendent or designee and district liaison shall ensure that all appropriate staff, including, but not limited to, each principal, school registrar, and attendance clerk, receive training ~~regarding~~ **on** the enrollment, placement, and **transfer** of foster youth **and other related** rights.

(cf. 4131, 4231, 4331 – Staff Development)

The Board desires to provide foster youth with a safe, positive learning environment that is free from discrimination and harassment and promotes students' self-esteem and academic achievement. The Superintendent or designee shall develop strategies to build **a foster youth's** ~~students'~~ feelings of connectedness with the school, including, but not limited to, strategies that promote positive discipline and conflict resolution, the development of ~~students'~~ resiliency and interpersonal skills, and the involvement of foster parents, group home administrators, and/or other caretakers in school programs and activities.

(cf. 0410 – Nondiscrimination in District Programs and Activities)

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Instruction

BP 6173.1(b)

(cf. 0450 – Comprehensive Safety Plan)

(cf. 5131 – Conduct)

(cf. 5131.2 – Bullying)

(cf. 5137 – Positive School Climate)

(cf. 5138 – Conflict Resolution/Peer Mediation)

(cf. 5145.3 – Nondiscrimination/Harassment)

(cf. 5145.9 – Hate-Motivated Behavior)

(cf. 6020 – Parent Involvement)

To address the needs of foster youth and help ensure the maximum utilization of available funds, the Superintendent or designee shall collaborate with local agencies **and officials** including, but not limited to, the county placing agency, social services, probation officers, juvenile court officers, ~~non-profit organizations, and advocates~~. The Superintendent or designee shall explore the feasibility of entering into agreements with these groups to coordinate services and protect the rights of foster youth.

(cf. 1020 – Youth Services)

At least annually and in accordance with the established timelines, the Superintendent or designee shall ~~regularly~~ report to the Board on the **outcomes for educational outcomes** of foster youth **regarding the goals and specific actions identified in the LCAP**, including, but not limited to, school attendance, student achievement test results, promotion and retention rates by grade level, graduation rates and suspension/expulsion rates. **As necessary, evaluation data shall be used to determine and recommend revisions to the LCAP for improving or increasing services for foster youth.**

(cf. 0500 – Accountability)

(cf. 5123 – Promotion/Acceleration/Retention)

(cf. 5144.1 – Suspension and Expulsion/Due Process)

(cf. 5144.2 – Suspension and Expulsion/Due Process (Students with Disabilities))

~~(cf. 6162.51 – Standardized Testing and Reporting Program)~~

(cf. 6162.41 – State Academic Achievement Test)

(cf. 6162.52 – High School Exit Examination)

Legal Reference:

EDUCATION CODE

32228-32228.5 Student safety and violence prevention

42238.01-42238.07 Local control funding formula

42920-42925 Foster children educational services

48645-48646 Juvenile court schools

48850-48859 Educational placement of students residing in licensed children's institutions

48915.5 Suspension and expulsion; students with disabilities, including foster youth

48918.1 Notice of expulsion hearing for foster youth

49061 Student records

49069.5 Foster care students transfer of records

49076 Access to student records

51225.1 Exemption from district graduation requirements

51225.2 Pupil in foster care defined: acceptance of coursework, credits, retaking of course

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Series 6000

Instruction

BP 6173.1(c)

51225.3 High school graduation

52060-52077 Local control and accountability plan

56055 Rights of foster parents in special education

60851 High school exit examination

HEALTH AND SAFETY CODE

1522.41 Training and certification by group home administrators

1529.2 Training of licensed foster parents

120341 Foster youth; school placement; immunization records

WELFARE AND INSTITUTIONS CODE

300 Children subject to jurisdiction

309 Investigation and release of child

317 Appointment of legal counsel

361 Limitations on parental or guardian control

366.27 Educational decision by relative providing living arrangements

602 Minors violating law; ward of court

726 Limitations on parental or guardian control

727 Order of care, ward of court

16000-16014 Foster Care placement

UNITED STATES CODE, TITLE 20

1415 Procedural safeguards; placement in alternative educational setting

UNITED STATES CODE, TITLE 29

794 Rehabilitation Act of 1973, Section 504

UNITED STATES CODE, TITLE 42

670-679b Federal assistance for foster care programs

11431-11435 McKinney-Vento Homeless Assistance Act

Management Resources:

CSBA PUBLICATIONS

Educating Foster Youth: Best Practices and Board Considerations, Policy Brief, March 2008

AMERICAN BAR ASSOCIATION PUBLICATIONS

Mythbusting: Breaking Down Confidentiality and Decision-Making Barriers to Meet the Education Needs of Children in Foster Case, 2005

CALIFORNIA CHILD WELFARE COUNCIL

Partial Credit Model Policy and Practice Recommendation

CITIES, COUNTIES AND SCHOOLS PARTNERSHIP PUBLICATIONS

Our Children: Emancipating Foster Youth, A Community Action Guide

WEB SITES

American Bar Association: <http://www.americanbar.org>

California Child Welfare Council: <http://www.chhs.ca.gov/Pages/CAChildWelfareCouncil.aspx>

California Department of Education, Foster Youth Services: <http://www.cde.ca.gov/ls/pf/fy>

California Department of Social Services, Foster Youth Ombudsman Office: <http://www.fosteryouthhelp.ca.gov>

California Youth Connection: <http://www.cal-youthconn.org/site/cyc>

Cities, Counties, Schools Partnership: <http://www.ccspartnership.org>

CSBA: <http://www.csba.org>

Adopted: 9-17-02

Amended: 6-15-04, 10-21-08, 3-16-10

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: APRIL 8, 2014

SUBJECT: C.4.f APPROVE AMENDMENT TO BOARD POLICY 6179 – SUPPLEMENTAL INSTRUCTION – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 6179 – Supplemental Instruction?

BACKGROUND: Board Policy 6179 is a mandated policy being updated to reflect a new law (AB 97) which redirects funding for supplemental instruction programs into the LCFF. Policy also clarifies which programs are still required by law and which are discretionary, and reflects new law (AB 484) which establishes a new state assessment system, thereby affecting the criteria that may be used to determine student eligibility for supplemental instruction based on lack of sufficient progress toward passing the high school exit exam. Board Policy 6164.41 is being submitted with recommended changes from CSBA.

- ALTERNATIVES:**
1. Approve the review of Board Policy 6179 – Supplemental Instruction.
 2. Do not amend Board Policy 6179 – Supplemental Instruction.
 3. Adopt a modified version of Board Policy 6179 – Supplemental Instruction.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

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Series 6000

Instruction

BP 6179(a)

Supplemental Instruction

The Governing Board recognizes that high-quality supplemental instructional programs can motivate and support students to attain grade-level academic standards, overcome academic deficiencies, and/or acquire critical skills. The district shall offer direct, systematic and intensive supplemental instruction **to meet student needs**.

(cf. 5113.1 – Chronic Absence and Truancy)
(cf. 5147 - Dropout Prevention)
(cf. 5148.2 – Before/After School Programs)
(cf. 5149 - At-Risk Students)
(cf. 6011 - Academic Standards)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6146.5 - Elementary/Middle School Graduation Requirements)
(cf. 6164.5 - Student Study Teams)

Supplemental instruction may be offered outside the regular school day, including during the summer, before school, after school, on Saturday, and/or during intersessions. It may also be provided during the regular school day provided it does not supplant the student's instruction in the core curriculum areas or physical education.

(cf. 5148.2 – Before/After School Programs)
(cf. 6111 – School Calendar)
(cf. 5112 – School Day)
(cf. 6177 – Summer Learning Program)

Supplemental instruction shall be offered to:

Required Supplemental Programs

1. Students ~~in grades 2-9~~ who have been ~~retained or~~ recommended for retention **at their current grade level or are at risk of retention** pursuant to (Education Code 48070.5) (~~Education Code 37252.2~~)

(cf. 5123 - Promotion/Acceleration/Retention)

2. Students in grades 7-12 who do not demonstrate "sufficient progress" toward passing the state exit examination required for high school graduation, ~~in order to help them pass the examination.~~ (Education Code ~~37252~~, 60851)

(cf. 6162.52 - High School Exit Examination)

"Sufficient progress" shall be determined by students' results on the state ~~Standardized Testing~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

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BP 6179(b)

and Reporting assessments *pursuant to Education Code 60670-60649* and the minimum levels of proficiency recommended by the State Board of Education.

(cf. 6162.51 – Standardized Testing and Reporting Program)
(cf. 6162.51 – State Academic Achievement Test)

The curriculum of the supplemental instructional program shall reflect state academic content standards to the extent that the district curriculum is aligned with those state standards, and shall be designed to assist students to succeed on the exit exam. (Education Code 60851)

~~In addition, students who do not possess sufficient English language skills to be assessed shall be considered students who do not demonstrate sufficient progress towards passing the exit examination and shall receive supplemental instruction designed to help them succeed on the exit examination. (Education Code 37252)~~

~~3. Students who have not passed one or both parts of the exit exam by the end of grade 12, for up to two consecutive school years after the completion of grade 12 or until they have passed both parts of the exit exam, whichever comes first (Education Code 37254)~~

~~4. Eligible students from low income families whenever the district or a district school receiving federal Title I funds has been identified by the California Department of Education for program improvement for two or more years (20 USC 6316)~~

~~*(cf. 0520.2 – Title I Program Improvement Schools)*~~
~~*(cf. 0520.3 – Title I Program Improvement Districts)*~~

Optional Supplemental Programs

As funding, facilities and staffing permit, supplemental instruction may be offered to:

~~1. Students in grades 2-6 who have been identified as being “at risk” of retention pursuant to Education Code 48070.5 (Education Code 37252.8)~~

~~2. Students in grades 2-6 who have been identified as having a deficiency in mathematics, reading or written expression based on the results of the Standardized Testing and Reporting Program (Education Code 37252.8)~~

~~3. Students in grades K-12 who seek enrichment in mathematics, science or other core academic areas designated by the Superintendent of Public Instruction (Education Code 37253)~~

~~*(cf. 6143 – Courses of Study)*~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

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Instruction

BP 6179(c)

~~4. Students in grades K–4 who need or desire intensive reading opportunities that meet the standards for a research-based comprehensive reading program, including appropriate support to address the needs of English language learners. (Education Code 41505-41508)~~

~~(cf. 6142.91—Reading/Language Arts Instruction)~~

~~(cf. 6174—Education for English Language Learners)~~

~~5. Students in grades 7–8 who need or desire intensive opportunities to practice skills in algebra and/or pre-algebra (Education Code 41505-41508)~~

~~(cf. 6142.92—Mathematics Instruction)~~

Required Student Participation

The Superintendent or designee may require participation in a supplemental instructional program for: (Education Code 37252.2, 37254.1)

~~1. Students in grades 7–12 who demonstrate insufficient progress toward the exit examination required for high school graduation pursuant to Education 37252~~

~~2. Students in grade 2–9 who are retained or recommended for retention pursuant to Education Code 37252.2~~

~~3. Students in grades 2–6 what are “at risk” of retention pursuant to Education Code 37252.8.~~

~~4. Students in grades 2–6 who are deficient in mathematics, reading, or writing expression pursuant to Education Code 37252.8~~

~~5. Students in grades K–12 participating in enrichment programs in core academic subjects pursuant to Education Code 37253~~

The Superintendent or designee shall obtain written parent/guardian consent for a student’s participation in the supplemental instructional program.

In addition, contingent on the district budget and local control and accountability plan (LCAP), supplemental instruction may be offered to students who:

1. Based on statement assessment results, grades, and or other indicators, demonstrate academic deficiencies in core curriculum areas that may jeopardize their attainment of academic standards

**OAK PARK UNIFIED SCHOOL DISTRICT
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Series 6000

Instruction

BP 6179(d)

2. Have not passed one or both parts of the high school exit exam by the end of grade 12

3. Are in targeted student groups identified in the district's LCAP as needing increased on improved services to success in the educational program

(cf. 0460 – Local Control and Accountability Plan)

(cf. 3100 – Budget)

(cf. 3553 – Free and Reduced-Price Meals)

(cf. 6173.1 – Education for Foster Youth)

(cf. 6174 – Education for English Language Learners)

4. Desire enrichment in core academic areas, visual and performing arts, physical education, or other subjects as approved by the Board

(cf. 6142.6 – Visual and Performing Arts Education)

(cf. 6142.7 – Physical Education and Activity)

(cf. 6142.91 – Reading/Language Arts Instruction)

(cf. 6142.92 – Mathematics Instruction)

(cf. 6142.93 – Science Instruction)

(cf. 6142.94 – History-Social Science Instruction)

(cf. 6143 – Courses of Study)

(cf. 6172 – Gifted and Talented Student Program)

As appropriate, supplemental instruction may be provided through a classroom setting, individual or small group instruction, technology-based instruction, and/or an arrangement with a community or other external service provider.

(cf. 1020 – Youth Services)

When determined to be necessary by the principal or designee, a student may be required to participate in supplementary instruction. In such cases, written parent/guardian consent shall be obtained for the student's participation.

Legal Reference:

EDUCATION CODE

~~1240 County Superintendent duties~~

~~35186 Williams Uniform Complaint Procedures~~

~~37200-37202 School calendar~~

~~37223 Weekend classes~~

~~37252-37254.1 Supplemental instruction~~

~~41505-41508 Pupil Retention Block Grant~~

~~42239 Supplemental instruction, apportionments~~

~~42238.01-42238.07 Local control funding formula~~

~~44259 Comprehensive reading program~~

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46100 Length of school day
48070-48070.5 Promotion and retention
48200 Compulsory education
48985 Translation of notices
51210-51212 Courses of study, elementary schools
51220-51228 Courses of study, secondary schools
52060-52077 Local control and accountability plan
~~52378-52380 Supplemental School Counseling Program~~
60603 Definitions, core curriculum areas
60640-60649 Standardized Testing and Reporting Program
60850-60859 High school exit examination
~~REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS~~
~~52012 Establishment of school site council~~
~~52014-52015 School plans~~
~~53025-52031 Intensive reading instruction~~
~~53091-53094 Intensive algebra instruction~~
CODE OF REGULATIONS, TITLE 5
11470-11472 Summer school
UNITED STATES CODE, TITLE 20
6316 Program improvement schools

Management Resources:

~~CALIFORNIA DEPARTMENT OF EDUCATION CORRESPONDENCE~~

~~Implementation of Assembly Bill (AB) 347: requiring instruction and services for students who have not passed the exit exam but have met all other graduation requirements, October 26, 2007~~

~~U.S. DEPARTMENT OF EDUCATION GUIDANCE~~

Supplemental Educational Services, ~~June 13, 2005~~ **January 14, 2009**

Creating Strong Supplemental Educational Services Program, May 2004

WEB SITES

CDE: <http://www.cde.ca.gov>

CSBA: <http://www.csba.org>

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

Adopted: 9-17-02

Amended: 6-17-03, 11-16-04, 2-21-06, 9-18-07, 5-20-08

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT
DATE: APRIL 8, 2014
SUBJECT: C.4.g. APPROVE AMENDMENT TO BOARD POLICY 7214 – GENERAL OBLIGATION BONDS – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 7214 – General Obligation Bonds?

BACKGROUND: Board Policy 7214 is being updated to reflect new law (AB 182) which requires greater transparency for the use of capital appreciation bonds and other bonds that allow for compounding of interest. Policy also reflects new law (SB 581) which requires that performance and financial audits be submitted to the citizen’s oversight committee at the same time they are submitted to the district and requires the board to respond to all findings, recommendations, and concerns within three months of receiving the audits. Board Policy 7214 is being submitted with recommended changes from CSBA.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy 7214 – General Obligation Bonds.
 2. Do not amend Board Policy 7214 – General Obligation Bonds.
 3. Adopt a modified version of the amendment to Board Policy 7214 – General Obligation Bonds.

RECOMMENDATION: Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 7000

Facilities

BP 7214(a)

General Obligation Bonds

The Governing Board recognizes that school facilities are an essential component of the educational program and that the Board has a responsibility to ensure that the district's facilities needs are met in the most cost-effective manner possible. When the Board determines that it is in the best interest of district students, it may order an election on the question of whether bonds shall be issued *to pay* for school facilities.

(cf. 1160 – Political Processes)
(cf. 7110 - Facilities Master Plan)
(cf. 7210 - Facilities Financing)

The Board shall determine the appropriate amount of the bond in accordance with law.

When a *any* project to be funded by bonds will require state matching funds for any phase of the project, the ballot for the bond measure shall include a statement as specified in Education Code 15122.5, advising voters that, because the project is subject to approval of state matching funds, passage of the bond measure is not a guarantee that the project will be completed. (Education Code 15122.5)

Bonds Requiring 55% Approval by Local Voters

The Board may decide to pursue the authorization and issuance of bonds by approval of 55% majority of the voters pursuant to Article 13A, Section 1(b)(3) and Article 16, Section 18(b) of the California Constitution. If two-thirds of the Board agrees to such an election, the Board shall vote to adopt a resolution to incur bonded indebtedness if approved by a 55% majority of the voters. (Education Code 15266)

The bond election may only be ordered at a primary or general election, a statewide special election, or a regularly scheduled local election at which all of the electors of the school district are entitled to vote. (Education Code 15266)

Bonded indebtedness incurred by the district shall be used only for the following purposes: (California Constitution Article 13A, Section 1(b)(3) and 1(b)(3)(A))

1. The construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities
2. The acquisition or lease of real property for school facilities

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Facilities

BP 7214(b)

3. The refunding of any outstanding debt issuance used for the purposes specified in items #1-2 above

The proposition approved by the voters shall include the following accountability requirements: (California Constitution Article 13A, Section 1(b)(3))

1. A requirement that proceeds from the sale of the bonds be used only for the purposes specified in items #1-2 above, and not for any other purposes including teacher and administrative salaries and other school operating expenses
2. A list of specific school facility projects to be funded and certification that the Board has evaluated safety, class size reduction and information technology needs in developing that list

(cf. 0440 - District Technology Plan)
(cf. 0450 - Comprehensive Safety Plan)
(cf. 6151 - Class Size)
3. A requirement that the Board conduct an annual, independent performance audit to ensure that the funds have been expended only on the specific projects listed
4. A requirement that the Board conduct an annual, independent financial audit of the proceeds from the sale of the bonds until all of those proceeds have been expended for the school facilities projects

If a district general obligation bond requiring a 55% majority is approved by the voters, the Board shall appoint an independent citizens' advisory oversight committee **to inform the public concerning the expenditure of bond revenues as specified in Education Code 15278 and the accompanying regulation**. This committee shall be appointed within 60 days of the date that the Board enters the election results in its minutes pursuant to Education Code 15274. (Education Code 15278)

(cf. 1220 – Citizen Advisory Committees)
(cf. 9324 – Minutes and Recordings)

The Superintendent or designee shall ensure that the annual, independent performance and financial audits conducted pursuant to items #3 and #4 above are issued in accordance with the U.S. Comptroller General's Government Auditing Standards **and submitted to the**. ~~He/she shall submit the audits to the citizens' oversight committee~~ **at the same time they are submitted to him/her and no later than** by March 31 of each year. (Education Code 15286)

The Board shall provide the citizens' oversight committee with responses to all findings,

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recommendations, and concerns addressed in the performance and financial audits within three months of receiving the audits. (Education Code 15280)

Bonds Requiring 66.67% Approval by Local Voters

The Board may decide to pursue the authorization and issuance of bonds by approval of 66.67% majority of the voters pursuant to Education Code 15100 and Article 13A, Section 1(b)(2) of the California Constitution. If a majority of the Board agrees to such an election, or upon a petition of the majority of the qualified electors residing in the district, the Board shall adopt a resolution ordering an election on the question of whether to incur bonded indebtedness if approved by a 66.67% majority of the voters. (Education Code 15100)

The bond election may be ordered to occur on any Tuesday, except a Tuesday that is a state holiday or the day before or after a state holiday, is within 45 days before or after a statewide election unless conducted at the same time as the statewide election, or is an established election date pursuant to Elections Code 1000 or 1500. (Education Code 15101)

Bonds shall be sold for the purpose of raising money for the following purposes: (Education Code 15100)

1. Purchasing school lots
2. Building or purchasing school buildings
3. Making of alterations or additions to school building(s) other than as may be necessary for current maintenance, operation or repairs
4. Repairing, restoring or rebuilding of any school building damaged, injured or destroyed by fire or other public calamity
5. Supplying of school buildings and grounds with furniture, equipment or necessary apparatus of a permanent nature
6. Permanently improvement of school grounds
7. Refunding of any outstanding valid indebtedness of the district, evidenced by bonds or of state school building aid loans
8. Carrying out of sewer or drain projects or purposes authorized in Education Code 17577

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

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Facilities

BP 7214(d)

9. Purchasing ~~of~~ school buses with a useful life of at least 20 years

10. Demolition or razing of any school building with the intent to replace it with another school building, whether in the same location or in any other location

Except for refunding any outstanding indebtedness, any of the purposes listed above may be united and voted upon as a single proposition by order of the Board and entered into the minutes. (Education Code 15100)

The Board may appoint a citizens' oversight committee to review and report to the Board and the public as to whether the expenditure of bond revenues complies with the intended purposes of the bond.

Certificate of Results

If the certificate of election results received by the Board shows the appropriate majority of the voters are in favor of issuing the bonds, the Board shall record that fact in its minutes. The Board shall then certify to the County Board of Supervisors all proceedings it had in connection with the election results. (Education Code 15124, 15274)

Resolution Regarding Sale of Bonds

Following passage of the bond measure by the appropriate majority of voters, the Board shall pass a resolution directing the issuance and sale of bonds. ***In accordance with law***, the resolution shall prescribe the total amount of the bonds to be sold and may also prescribe the maximum acceptable interest rate, not to exceed eight percent, and the time(s) when the whole or any part of the principal of the bonds shall be payable. ~~which shall not be more than 25 years from the date of the bonds. However, if the Board elects to issue the bonds pursuant to Government Code 53508, the maximum acceptable interest rate shall not exceed 12 percent and the time(s) when the whole or any part of the principal shall be payable not be more than 40 years.~~ (Education Code 15140; Government Code 53508)

In passing the resolution, the Board shall consider each available funding instrument, including, but not limited to, the costs associated with each and their relative suitability for the project to be financed.

Prior to the sale of bonds, the Board shall disclose, as an agenda item at a public meeting, either in the bond issuance resolution or another resolution, ***available funding instruments, the costs and suitability of each, and*** all of the following items: (Education Code 15146; Government Code 53508.9)

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Facilities

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1. Express approval of the method of sale (i.e., competitive, negotiated, or hybrid)
2. Statement of the reasons for the method of sale selected
3. Disclosure of the identity of the bond counsel, and the identities of the bond underwriter and the financial advisor if either or both are utilized for the sale, unless these individuals have not been selected at the time the resolution is adopted, in which case the Board shall disclose their identities at the public meeting occurring after they have been selected
4. Estimates of the costs associated with the bond issuance, including, but not limited to, bond counsel and financial advisor fees, printing costs, rating agency fees, underwriting fees, and other miscellaneous costs and expenses of issuing the bonds

When the sale involves bonds that allow for the compounding of interest, such as a capital appreciation bond (CAB), items #1-4 above and the financing term and time of maturity, repayment ratio, and the estimated change in the assessed value of taxable property within the district over the term of the bonds shall be included in the resolution to be adopted by the Board. The resolution shall be publicly noticed on at least two consecutive meeting agendas, first as an information item and second as an action item. The agendas shall identify that bonds that allow for the compounding of interest are proposed. (Education Code 15146)

Prior to adopting a resolution for the sale of bonds that allow for the compounding of interest, the Board shall be presented with the following: (Education Code 15146)

- 1. An analysis containing the total overall cost of the bonds that allow for the compounding of interest***
- 2. A comparison to the overall cost of current interest bonds***
- 3. The reason bonds that allow for the compounding of interest are being recommended***
- 4. A copy of the disclosure made by the underwriter in compliance with Rule G-17 adopted by the federal Municipal Securities Rulemaking Board***

After the sale, the Board shall be presented with the actual cost information and shall disclose that information at the Board's next scheduled meeting. The Board shall ensure that an itemized summary of the costs of the bond sale and all necessary information and reports regarding the sale are submitted to the California Debt and Investment Advisory Commission. (Education Code 15146; Government Code 53509.5)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

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Facilities

BP 7214(f)

Bond Anticipation Notes

Whenever the Board determines that it is in the best interest of the district, it may, by resolution, issue a bond anticipation note, on a negotiated or competitive-bid basis, to raise funds that shall be used only for a purpose authorized by a bond that has been approved by the voters of the district in accordance with law. (Education Code 15150)

Payment of principal and interest on any bond anticipation notes shall be made at note maturity, not to exceed five years, from the proceeds derived from the sale of the bond in anticipation of which that note was originally issued or from any other source available for that purpose, including state grants. Interest payments may also be made from such sources. However, interest payments may be made periodically and prior to note maturity from an increased property tax if the following conditions are met: (Education Code 15150)

1. A resolution of the Board authorized the property tax for that purpose.
2. The principal amount of the bond anticipation note does not exceed the remaining principal amount of the authorized but unissued bonds.

~~The~~ ***A bond anticipation*** notes may be issued only if the tax rate levied to pay interest on the notes ~~periodically~~ would not cause the district to exceed the tax rate limitations set forth in Education Code 15268 or 15270, as applicable.

Legal Reference:

EDUCATION CODE

7054 Use of district property, campaign purposes

15100-15254 Bonds for school districts and community college districts

15264-15288 Strict Accountability in Local School Construction Bonds Act of 2000

17577 Sewers and drains

~~17584.1 Deferred maintenance, reports~~

47614 Charter school facilities

ELECTIONS CODE

324 General election

328 Local election

341 Primary election

348 Regular election

356 Special election

357 Statewide election

1302 School district election

15372 Elections official certificate

GOVERNMENT CODE

1090-1098 Prohibitions applicable to specified officers

1125-1129 Incompatible activities

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BP 7214(g)

8855 California Debt and Investment Advisory Commission

53506-53509.5 General obligation bonds

53580-53595.55 Bonds

54952 Definition of legislative body, Brown Act

CALIFORNIA CONSTITUTION

Article 13A, Section 1 Tax limitation

Article 16, Section 18 Debt limit

COURT DECISIONS

San Lorenzo Valley Community Advocates for Responsible Education v. San Lorenzo Valley Unified School District (2006) 139 Cal.App.4th 1356

ATTORNEY GENERAL OPINIONS

88 Ops.Cal.Atty.Gen. 46 (2005)

87 Ops.Cal.Atty.Gen. 157 (2004)

Management Resources:

CSBA PUBLICATIONS

Bond Sales – Questions and Considerations for District, Governance Brief, December 2012

Legal Guidelines: Use of Public Resources for Ballot Measures and Candidates, Fact Sheet, February 2011

WEB SITES

CSBA: <http://www.csba.org>

California Debt and Investment Advisory Commission: <http://www.treasurer.ca.gov/cdiac>

CDE: <http://www.cde.ca.gov>

California Office of Public School Construction: <http://www.opsc.dgs.ca.gov>

Adopted: 9-17-02

Amended: 9-18-12, 3-12-13

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 8, 2014
SUBJECT: VII.1. MONTHLY CASH FLOW REPORT

DISCUSSION

ISSUE: Shall the Board receive and review a status report on District's actual and projected cash flow through March of the 2012-13 school year?

BACKGROUND: The State's funding appropriation schedule for school districts is always challenging, but never more so than now with more than 20% of the current year cash being deferred to the subsequent fiscal year. As a consequence, this condition has created significant issues in the management of the District's cash flow. Given this critical period in school district finance, budget, and cash management, the Business Office has developed the attached cash flow report as an ongoing tool to assist the Administration and Board in analyzing and managing its cash and remaining cash-solvent. This report is updated monthly to reflect actual receipts and disbursements and to update projections based on the latest information.

The Business Office was still finalizing the monthly update as this agenda was going to press. The report will be delivered to the Board upon its completion and will be made available for public review at the same time.

RECOMMENDATION: None. Information only.

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 8, 2014
SUBJECT: VII.2. MONTHLY ENROLLMENT AND ATTENDANCE REPORT
INFORMATION

ISSUE: Shall the Board receive and review a status report on District enrollment and attendance through Month 7 of the 2013-14 school year?

BACKGROUND: As student enrollment and attendance plays a key factor in General Fund revenues, staffing, and expense, it is critical that the Board and Administration carefully monitor these factors in assessing both appropriate student support and the District's financial position. Accordingly, staff has prepared current enrollment and attendance information through the end of the most recent reporting period to assist in this review. This report will be updated and reported to the Board each month at its regular meetings, accompanied by staff analysis of the information.

The Business Office was still finalizing the monthly update as this agenda was going to press. The report will be delivered to the Board upon its completion and will be made available for public review at the same time.

RECOMMENDATION: None. Information only.

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: APRIL 8, 2014

SUBJECT: VII.3. MONTHLY MEASURE R BOND FUND FINANCIAL STATUS REPORT
INFORMATION

ISSUE: Shall the Board receive and review a status report on Measure R Fund income and expenditures through March 31st of the 2013-14 fiscal year?

BACKGROUND: On November 4, 2008, Oak Park voters approved Measure R, School Improvement Bond of 2008, authorizing the issuance of general obligation bonds to repair and maintain school district facilities. The Board understands its obligation to use this resource effectively and efficiently to benefit both students and the Oak Park community. As a tool to assist in managing and monitoring the bond program, the Administration has developed the attached Measure R Bond Fund Status Report, which will provide the Board with the most current budget and expenditure information available. This report will be updated and reported to the Board every month at its regular meeting, accompanied by staff analysis of the information.

The Business Office was still finalizing the monthly update as this agenda was going to press. The report will be delivered to the Board upon its completion and will be made available for public review at the same time.

RECOMMENDATION: None. Information only.

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: Debra A. Burgher, Principal. Brookside Elementary School

DATE: April 8, 2014

SUBJECT: Brookside Elementary School

ARTIST IN THE CLASSROOM PROGRAM:

Students enjoy interactive art activities when professional artists are in residency at Brookside. Some of the distinctive arts learning experiences include music and the performing arts. Kindergarteners are introduced to voice drills and dramatic movement. In the past they have performed “Where the Wild Things Are” and “La Cucaracha”. First graders study Mary Cassatt, Piet Mondrian and Paul Gauguin. The next year students use oil pastels, watercolor, texture, symmetry, chalk and tessellations as they study Picasso, Georgia O’Keefe, Grant Wood, Michelangelo, Van Gogh and Kahlo. Students in the upper grades have similar hands-on art experiences.

FOURTH GRADE GOLD RUSH PLAY:

Under the direction of music teacher Amanda Benjamin, fourth grade students will perform songs and tell the story of the California Gold Rush. Parents are invited to attend at 2:00 pm on April 10 in the MPR.

EARTH WEEK:

At Habitat Brookside, students will continue water conservation efforts and study the impact people have on the environment. There will be a recycled book and dvd sale, walk to school day, and zero waste lunches and snacks throughout the week and beyond.

APRIL 16TH OPEN HOUSE – GRADES K-5

Parents and students are invited to kick off Brookside’s Open House at 6:15 pm. There will be an All School Meeting and Auction from 6:15-6:45 in the MPR. Classrooms will be open at 6:45-7:30.

HAPPENINGS:

April 8 SSC Meeting at 2:45
April 10 Gold Rush Performance by 4th graders @ 2:00 pm in the MPR
April 16 Open House @ 6:15 – 7:45
April 17 Lunch time special event with Chris Gates & Students from Africa
Apr 18-27 Spring Break
April 30 SBAC Testing begins

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park Unified School District Board of Education

FROM: Erik Warren, Principal, Oak Hills Elementary School

DATE: April 8, 2014

SUBJECT: Monthly Board Report

California Distinguished Schools Visit

A visiting team of administrators spent a full day with us to validate the information in our CDS application. The team of experienced educators was led by Claudia Frandsen, VCOE Director, Leadership Support Services. She was joined by Steve Martinez, Principal of Wallace Elementary in Kern County, Jennifer Duston, Principal of the Academy of Technology & Leadership in Saticoy, Dr. Pamela Castleman, Coordinator – Curriculum and Assessment, Simi Valley Unified, and Shanell Semien, Assistant Principal, McAuliffe Elementary School in Oxnard. The team shared that there were many administrators from across the region who expressed interest in visiting our school.

The team observed every classroom, reviewed the ongoing work of our Instructional Leadership team, and interviewed staff, students and parents. While the team does not share their findings officially, we were very pleased to hear such positive and thoughtful feedback about what they saw and experienced. The visiting team will forward their findings to our County Superintendent, and the State Superintendent who will make the final decision regarding the Distinguished School Award.

Science Night

Oak Hills students enjoyed a fantastic Science Night, filled with some exciting, messy, and amazing hands-on activities. Experts from the Discovery Science Center shared their knowledge with our students, and trained a crew of OPHS students. Each activity was led by a group of OPHS students, who did a great job getting our kids involved and excited while explaining the science behind what they were experiencing. We owe a huge thanks to Mr. Bryan Martin for organizing such a fine group of mentors, and to these students for taking time out of their busy high school schedule to spend the evening at Oak Hills.

A Night at the Opera

Our Kindergarten students have done an outstanding job performing the *Three Piggy Opera*, with the careful guidance of our Kindergarten team and music teacher, Mr. Waldman. We had three evening performances followed by a cast party in each classroom. The students performed beautifully, memorizing their songs, movements and performance elements. It is amazing to see how far our Kindergarteners have come so far, and there is still a third of the school year ahead.

Dance, Dance, Dance!

Oak Hills is pumping up for our annual Dance-a-Thon, to be held Thursday, March 17th. Students are working hard to earn pledges from family, friends, and relatives. Our students are excited to dance their hearts out on the playground. In addition to being lots of fun, this event is great exercise, and helps raise critical funds to support essential programs.

Respectfully Submitted;

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: Jon A. Duim, Principal, Red Oak Elementary School

DATE: April 8, 2014

SUBJECT: Monthly Board Report

Principal's ABC Club

Kindergarten students who have been certified by their teachers as having learned their ABC's are invited to join the Principal's ABC Club starting this month. Club members are invited to the principal's office where the principal signs their Certificate of Achievement. They then place a construction paper cutout of the first letter of their name with a small photograph of themselves on a designated bulletin board in a hallway off the front office for all to admire. The principal delivers a short congratulatory message and a small prize is awarded to each student.

Track and Field Day

On March 4, at recess and lunch we had our annual Track and Field Day for third, fourth and fifth grade students. Students signed up to race in individual distance and/or team relay races. The races were divided and run by grade level. Their fellow students cheered on all participating students and our students showed that Red Oak has a lot of fast students. Ribbons were awards to students on that day.

California Geography Bee

Our ninth annual Fourth Grade Geography Bee was on Friday, March 21 in our Multi-purpose Room. Students answered questions specifically about California Geography. Instead of one winner, students were deemed "Finalists" if they could answer a set number of questions correctly. We had the most Finalists ever this year. They received certificates and some small gifts at a morning assembly.

Great Race of Agoura

The Great Race was Saturday, March 22. Everyone was encouraged to participate in this fundraiser for our school. Key chains with miniature running shoes were given out on a weekly basis to participants when they signed up for this event.

College Sweatshirt Day

College Sweatshirt Day was on Monday, March 24. Staff members wore a sweatshirt and/or t-shirt from a college that they attended. The purpose was to demonstrate to our students that we as a staff value education, that we want them to aspire to attend a college (and be life-long learners), and that teachers and staff members are professionals who attended college themselves. Teachers talked to their classes about their college experiences, the value of the education that they received and how education can help students achieve their goals in life.

Women in American History

As part of Red Oak's annual celebration of Women in American History, parent volunteer-actors brought the lives of five noteworthy American women to life. This occurred during a week of classroom visits. This year the characters included Helen Greiner, Ida B. Wells, Eunice Kennedy Shriver, Chien Shiungwu and Lucille Ball. These events occurred during the week of March 24th.

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: BRAD BENIOFF, PRINCIPAL, MEDEA CREEK MIDDLE SCHOOL
DATE: APRIL 8, 2014
SUBJECT: MONTHLY SCHOOL REPORT

Anne Frank Speaker, April 3rd : A speaker will be here to discuss this important literary and historical figure with the 7th grade.

Chinese Class Field Trip, April 8th:

Students in the Chinese program will attend a field trip to San Gabriel to visit neighborhoods and markets.

Ventura County Science Faire 2014: Thanks and appreciation to MCMS science teachers, especially those who teach 7th and 8th grade, Kelly Johnson, Katie Cohen, Marta Graves, Roger Newell and Cindy Ligeti, who organizes the trip to the County.

Ventura County Science Fair
Award Winners 2014

Dhruv Aggarwal – IEEE Buena Ventura – 3rd place
Haas Engineering – 2nd place **STATE**

Briana Arquilevich – Earth, Space and Environmental Science – 3rd place
Michelle Deyski - Society of Women Engineers – Honorable Mention
Lili Follet – Earth, Space and Environmental Science – 1st Place **STATE**
Society of Manufacturing Engineering – 1st place
Society of Women Engineers – 1st place

Joy Forster - Human Behavioral and Social Sciences - 1st place **STATE**

Sravya Gadepalli - Botany – Honorable Mention
Lizzy Glucoft - Society of Women Engineers – Honorable Mention
Lily Graeff - American Petroleum Institute - 2nd place
Society of Women Engineers - Honorable Mention

Alexandra Grishchenko - Botany – 2nd place **STATE**

Katie Hamiter - Society of Women Engineers - 2nd place
Navya Hari - Animal Behavioral Sciences - 1st Place **STATE**

Riti Hegde - Human Behavioral and Social Sciences – Honorable Mention
Catherine Herberg - Human Behavioral and Social Sciences – 2nd place **STATE**

Aadarsh Jha - Mathematics, Computer Science and Electronics - 2nd place **STATE**

Cole McCreary - Human Behavioral and Social Sciences - 3rd place **STATE**

Kate Murray – American Petroleum Institute – 2nd place
Society of Women Engineers – Honorable Mention

Saaketh Pakanati - AMGEN Biochemistry - 1st place **STATE**

Ellis Song - Product Science Life Science – Honorable Mention
Sabrina Stone - Human Biology – Honorable Mention
Colin Takeda - Chemistry – 1st Place **STATE**

David Tom - Haas Engineering - Honorable Mention
Medha Vallurpalli - Microbiology - 2nd place **STATE**
California Association of Professional Scientists - 1st place

Jonathan Vu - Chemistry – Honorable Mention
Wayne Xiao - Product Science Life Science - 3rd place

High School Counselors Meet with 8th Grade Students: March 31 – April 2:

After classroom presentations last month, high school counselors meet 8th grade students one-to-one to select course requests and high school plans. Students meet through the 8th grade math classes.

Challenge/Success Team Meeting:

The Challenge/Success Team from MCMS met on March 31st to review the implemented action plans and to further examine homework practices at the middle school from additional surveys administered in the last month.

“Jade Against Bullying”

A motivational speaker, who is a local student, will meet with MCMS students on April 16th. The speaker’s mother had presented at our last PFA meeting.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park Unified Board of Education
FROM: Kevin Buchanan, Principal, Oak Park High School
DATE: April 8, 2014
SUBJECT: Monthly Board Report

COURSE ADVISEMENT – 2014-15

Course advisement is complete at the high school and the counselors have already visited MCMS to meet with the eighth grade students for elective selections. Course selection is concluded for incoming 10-12 students and counselors are now having one-on one meetings with each and every student to review their academic programs for next year. New courses next year include Marching Band, Wind Ensemble, Foundations of Science, AP Physics I & II, and Journalism.

DRAMA

With over 60 cast members, *Cabaret*, the spring musical is on stage now. We expect four sold out shows. While the Berlin Kit-Kat Klub numbers are a little naughty and fun, the play has some darker overtones against the backdrop of an emerging Nazi political uprising and how the oppressive regime impacted personal and cultural freedoms in pre-war Germany. Our next play is the student-run production of "A Rebel Without a Cause" and runs May 22-24.

ATHLETICS

Twenty five percent of Oak Park High students (362) are participating in Spring sports. League and tournament competition is well underway in track and field, lacrosse, volleyball, baseball, softball, tennis, and golf. Winter sports was extremely successful for our Girls' Soccer and Boys Basketball both of whom went far in CIF Playoffs and with the basketball teams winning the first CIF Championship title in OPHS history and advancing to the quarterfinals of the State competition.

CHOIR CARNEGIE HALL CONCERT

Under the direction of Ms. Heidi Cissell, members of the OPHS Choir have distinguished themselves in Regional and Honor Choir Competitions, as well as, the *Music Center Spotlight Awards*. After sending in an audition tape to Dr. Jonathan Griffith, Artistic Director and Conductor of the Distinguished Concerts International New York City, the OPHS Choir was invited to perform in the World Premiere performance of Christopher Tin's *Calling All Dawns* on April 13, 2014 at Carnegie Hall. The invitation was extended due to the "quality and high level of musicianship demonstrated by the singers."

STUDENT ACTIVITIES

There are still lots of student activities to complete during the fourth quarter. We have Prom, one more senior retreat, three awards ceremonies, two concerts, SBAC and AP testing, Junior college advisement, a rally, a fashion show, Powderpuff game, the Spotlight play rehearsals, Senior Week, Commencement, as well as athletic competitions and awards banquets, fundraisers and comedy sports. A new Safe Schools Ambassador's (SSA) student produced video on Cyber-bullying named "The Domino Effect" has been released and will be screened in each Freshman English class in April and is posted on the OPHS SSA website at <http://www.oakparkusd.org/page/1180>

INTERNATIONAL STUDENTS

We are currently accepting applications from international students for the school year of 2014-15 and have accepted thirteen applications. These students are attending OPHS for a semester or for a full school year and will be hosted by OPHS families. Lori DiGrinis is OPHS/Educatus host-family coordinator and has found Oak Park homes for nine of them so far. We believe that being hosted by an OPHS family is critical to ensure that these students enjoy a successful OPHS experience. We are also going to run a special fall semester orientation class for these students.

Respectfully Submitted by:

Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park Unified Board of Education

FROM: Stewart McGugan, Director of Alternative Education

DATE: April 8, 2014

SUBJECT: Monthly Board Report (March)



OAK VIEW HIGH SCHOOL

MODEL SCHOOL

We celebrated our Model School Award with our BBQ on March 14th. This was a great success. We had alumni, parents, staff, students, district board members, district office staff and the Ventura County Star all in attendance. In the beginning of the day, current students decorated the school buildings with quotes that were compiled from past students and administrators about our school. We had enough food for everyone to enjoy veggie burgers, hamburgers, salads, sandwiches and desserts; which the students prepared. The goal for the day was to highlight and thank all the people who have made this school a success over the years. One person who we especially wanted to make a point of recognizing was Randi Leipman. Randi has worked at the school since its opening, and we wanted to make sure everyone there was aware of her consistent dedication and devotion to Oak View. She truly played a role in the foundation of this school and she has helped it grow all these years.

QUARTER 3

We have just wrapped up Quarter 3 and are in the home stretch to Quarter 4 and the end of the year. Students are getting extremely excited about the end of the year, but at the same time our graduates are getting scared about what is next.

We have five students going on the Life Skills Retreat with OPHS, and am looking forward to them returning with new lenses of life. I have the utmost respect for the Life Skills Program and am extremely grateful for Dr. Appell allowing us to take part in it. This should be an experience our students will not forget.

HEALTHY KIDS SURVEY

We completed our Healthy Kids Survey last week by having all students taking the survey. I was able to go around to all classes and speak to the students about why we are taking this survey and what it means to our school and school district. I wanted to express that being honest on the survey will allow us to make better decisions to help students in the future at our school and within the district. I really wanted to push the honesty part of the survey, as well as confirming that it was anonymous.

CLEAN TEEN TEAM

Our Clean Teen Team went out for lunch to TOGO's to celebrate the students who have been clean from drugs and alcohol. We only had two students who did not pass the tests. This is always a nice celebration to do with the students and to send home to the parents that their child is drug free. We have some really good students at OVHS and they deserved to celebrate their triumphs.

SPORTS GROUP LUNCH

The winning team of Mr. Rogers and my "Thursday Sports Group" was treated to Chipotle last week for the Quarter 3 Championship. Unfortunately, Mr. McGugan's team was not at Chipotle!!! This has been a fun way to get the students to bond and learn sportsmanship through the basketball, kickball, football and Frisbee games that we all competed in. Mr. Rogers and I will be having a new selection draft (Similar to Fantasy Leagues) in the next week to select teams for the Quarter 4 championship. I will keep you all posted on where MY TEAM will be eating.



OAK PARK INDEPENDENT SCHOOL

SITE COUNCIL

Our last Site Council meeting was attended by four parents and two staff members, and we were able to discuss the potential relocation of the OPIS campus, the Oakchella (OPIS Concert), and the Smarter Balanced Testing Schedule. The topic of the possibility of the OPIS campus moving to another location was received positively and attendees understood that it makes sense to move the campus to the District Office. There were some minor concerns, but overall, the site was open to looking at all avenues. Oakchella is in full swing and we are finalizing the acts that will be presenting. It has been extremely difficult for our two OSB teachers to work with the busy schedules of some of our acting students. We have included all grade levels in the concert and some of the acts will have younger students interacting with older students. This event should be a great success. We spoke about our testing schedule for PE and Smarter Balanced. We made some minor tweaks, but overall, it seems doable and well received. We are expecting some small glitches with students getting used to the new style and working with computers.

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park Unified School District Board of Education

FROM: Kim Gregorchuk, Director, Oak Park Neighborhood School

DATE: April 8, 2014

SUBJECT: Monthly Board Report

By the time you read this, our Winter Carnival will be over. Many parents have put in countless hours to make the carnival a success. Our Parent Advisory Board president, Lauren Ferguson, has been amazing in her dedication to the organization and cheerleading for this event. Another parent, Billy Friedman, was able to get all of the food donated, so we will have 100% profit on all food sold at the carnival. An entire team of parents worked to get donations for our silent auction, and have put together a remarkable array of items.

The two classrooms are preparing for their Open House/Showcase of their work. Room 16 has been making PetSmart displays and Room 17 has been creating “Wonky Donkey Town”. During this process, the children have been writing poems and stories, illustrating their work, making board games, and more. This would be a great time to come see the children showcase their work. ***Our Open House will be April 15th at 6:30pm.***

OPNS has begun accepting applications for the 2014/2015 school year. We have 34 of our 56 children moving on to Discovery Kindergarten or Kindergarten. It is encouraging to see that the children are performing well on the Desired Results Developmental Profile. We will have parent/teacher conferences the week of April 7th.

We are excited about the opportunity to collaborate with Oak Hills Elementary School on a Reggio Inspired Discovery Kindergarten classroom. Although there are still many details to work out, our parents are very excited about this option. The preschool teachers see this as a great opportunity to work more closely with the kindergarten teachers and improve the transition of our preschoolers into the OPUSD kindergarten classrooms.

First5 Ventura County has begun the contract renewal process. Oak Park Neighborhood for Learning’s allotment for 2014/2015 is \$65,096. We hope to have the contract ready by the May School Board meeting.

I hope to see you at our Open House, and please come by the school anytime.

Respectfully Submitted;

Anthony W. Knight, Ed.D.
Superintendent