

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #894

DATE: June 17, 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
Barbara Laifman, Clerk
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, August 19, 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 #894

June 17, 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: Program Specialist, .5 FTE School Psychologist, Science Teachers, Special Education Teachers, Elementary Teachers, Spanish/French Teacher, Clerical Sub

C. CONFERENCE WITH LABOR NEGOTIATORS:

Agency designated representatives: Leslie Heilbron and Martin Klauss

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

D. SUPERINTENDENT EVALUATION

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 from Raizi Simons and Ashwarya Srinivas, Oak Park High School students re: Conejo/Las Virgenes Future Foundation

2. Remarks from Board Members

3. Remarks from Superintendent

4. Report from Facilities Planning Committee

5. 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 Special Board Meeting May 12, 2014, Regular Board Meeting May 20, 2014 and Special Board Meeting June 3, 2014](#)

b. [Public Employee/Employment Changes 01CL22418-01CL22444 & 01CE06640-01CE06813](#)

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

Board Policy 3300 requires Board approval of Purchase Orders

d. [Ratify Overnight Trip for Oak Park High School ASB Retreat – August 16-17 2014](#)

Board Policy 6153 requires Board approval for student overnight trips

e. [Approve Overnight Trip for Oak Park High School Cross Country Team – August 10-15, 2014](#)

Board Policy 6153 requires Board approval for student overnight trips

f. [Approve Overnight Trip for Oak Park High School Cheerleading Team – June 17-20, 2014](#)

Board Policy 6153 requires Board approval for student overnight trips

g. [Approve Overnight Trip for Oak Park High School Volleyball Team – September 12-13, 2014](#)

Board Policy 6153 requires Board approval for student overnight trips

h. [Approve Renewal Agreement with Ventura County Office of Education for 2014-2015 Data Processing Services](#)

Board policy 3312 requires Board approval for contracts for services

i. [Approve Resolution #14-10, Appropriation and Budgeted Transfers Fiscal Year 2014-2015](#)

Resolution authorizes transfers of budget appropriations and budgeted transfer to monies between funds as needed during the fiscal year in order to balance expenditure classifications or to meet the budgeted obligations of one fund to another

j. [Approve Resolution #14-11, Temporary Loans Between District Funds for Fiscal Year 2014-2015](#)

Resolution authorizes temporary loans between funds during times when cash flow suffers prior to receipt of ta deposits or State revenues

k. [Approve Resolution #14-12, Year End Budget and Interfund Transfers for Fiscal Year 2013-2014](#)

Resolution authorizes Director of Accounting to make any and all necessary budget transfers as required permitting the payment of obligations incurred by the District for the fiscal year ending June 30, 2013

l. [Approve Renewal Agreement for 2014-2015 Crossing Guard Services](#)

Board policy 3312 requires Board approval for contracts for services

m. Approve Renewal Agreement for School Services of California for Fiscal Information Services

Board policy 3312 requires Board approval for contracts for services

n. Approve and Certify 2014-2015 School Bell Schedules and Minimum Instructional Minutes

Education Code 46201 requires Board to certify the instructional minutes

ACTION

2. BUSINESS

a. Receive and Approve District of Choice Reporting Requirements

Board required to review and approve annual District of Choice Reporting Requirements

b. Approve Notice of Exemption from CEQA Requirements – Project 14-28F, Relocatable Classrooms for Oak Park Independent School

Board required to approved Notice of Exemption

c. Approve Mitigation Plan for Oak Park Independent School Relocatable Classroom Installation

Board requested mitigation plan for relocatable classrooms placed at District Office

d. Approval Final Lease-Lease Back Agreement for Project 14-25R, Classroom Replacement Project at Oak Park High School

Board policy 3312 requires Board approval for contracts for services

e. Approve Resolution #14-13, Approve of Findings Pursuant to Government Code 4217.12, Approval of Solar Power Design/Build Contract with SK Solar, Inc.

Board policy 3312 requires Board approval for contracts for services

f. Approve 2014-2015 Employer Health Benefit Plans

Board policy 3312 requires Board approval for contracts for services

g. Approve Adoption of 2014-2015 Local Control Accountability Plan (LCAP)

Board approval required for Local Control Accountability Plan

h. Approve Adoption of 2014-2015 Annual Budget

Education Codes 42103 and 42127 specify the timeline and procedures for the adoption of school district budgets including Board approval

i. Approve Spending Plan for 2014-2015 Education Protection Account Funds

Board approval required for spending plan

j. Approve Safe School Plans

Annual Board approval required for Safe School Plans

k. Approve Purchase of Equipment from Measure C6 Bond Fund – 3D Printer

Board policy 3312 requires Board approval for contracts for services

3. HUMAN RESOURCES

a. Approve Job Description for Support Services Coordinator Position

Board required to approve job descriptions

4. BOARD POLICIES

a. Approve Amendment to Board Policy 0410 – Nondiscrimination in District Programs and Activities – First Reading

Mandated policy updated to reflect new law (AB 1266) which requires districts to permit a student to participate in sex-segregated school programs and activities, including athletic teams and competitions, and to use facilities consistent with the student's gender identity, regardless of his/her gender as listed on his/her educational records. Policy also references new law (AB 556) which prohibits employers from discriminating against employees and job applicants based on their military or veteran status.

b. [Adopt Board Policy 0460 – Local Control and Accountability Plan – First Reading](#)

New policy reflects the requirements of new law (AB 94 and SB 97, 2013) related to the development of a three-year local control and responsibility plan (LCAP) by July 1, 2014, and an update of the LCAP on or before July 1 of each subsequent year.

c. [Approve Amendment to Board Policy 0500 - Accountability – First Reading](#)

Policy updated to reflect new law (AB 94, 2013) which changes the definition of “numerically significant student subgroups” for purposes of the state accountability system, establishes a new system of technical assistance and intervention for districts that meet certain criteria, and repeals law that required an annual discussion of each school’s Academic Performance Index (API) at a board meeting.

d. [Adopt Board Policy 5145.3 – Nondiscrimination/Harassment – First Reading](#)

Mandated policy updated to reflect new law (AB 1266) which requires districts to permit a student to participate in sex-segregated school programs and activities, including athletic teams and competitions, and to use facilities consistent with the student’s gender identity, regardless of his/her gender as listed on his/her educational records. Material regarding the designation of a district Coordinator for Nondiscrimination, provision of training and information about the district’s nondiscrimination policy, grievance procedures moved to new AR.

e. [Approve Amendment to Board Policy 5030 – School Wellness – First Reading](#)

Policy updated with changed recommended by Wellness Council

f. [Approve Amendment to Board Policy 3260 – Fees and Charges – First Reading](#)

Mandated policy updated to reflect new Title 5 Regulation (Register 2013, No. 38) which addresses remedies to be provided to all affected students and parents/guardians if the district is found in violation of the prohibition against unauthorized student fees. Policy also clarifies that the prohibition against student fees does not restrict districts from soliciting for voluntary donations, participating in fundraising activities, or providing prizes or other recognition for participants in such fundraising events,

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 SPECIAL BOARD MEETING 5-12-14 #892
BOARD OF EDUCATION**

CALL TO ORDER/MEETING PLACE

The Board of Education President Ms. Mary Pallant, called the special meeting to order at 5:12 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, Ms. Barbara Laifman, Member, and Mr. Allen Rosen, Member

STAFF PRESENT

Dr. Tony Knight, Superintendent, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources, Ms. Susan Roberts, Director, Pupil Services, Mr. Kevin Buchanan, Principal, Oak Park High School, Mr. Stew McGugan, Director, Alternative Education and Mr. Jay Fernow, District Attorney,

FLAG SALUTE

Allen Rosen led the Pledge of Allegiance to the Flag

PUBLIC SPEAKERS

None

The Board adjourned to Closed Session at 5:13 p.m.

CLOSED SESSION

Conference with Legal Counsel – Pending Litigation

There being no further business before this Board, the Board adjourned to Closed Session at 8:00 p.m.

Date _____ President of the Board

Date _____ Clerk or Secretary of the Board

MINUTES OF REGULAR BOARD MEETING 5-20-14 #891
BOARD OF EDUCATION

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Mary Pallant, called the regular meeting to order at 5:08 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.

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 5:09 p.m.

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mary Pallant, reconvened the regular meeting to order at 6:12 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, Mr. Allen Rosen, Member, 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. Enoch Kwok, Director, Educational Technology and Information Systems, and Ms. Linda Sheridan, Executive Assistant.

FLAG SALUTE

Kevin Buchanan 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 Barbara Laifman, seconded by Allen Rosen, the Board of Education adopted the agenda except to pull Item C1b and C1h from the Consent Calendar to Action. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0.

PUBLIC SPEAKERS

No public speakers on non-agenda items.

PRESENTATIONS

The Board recognized employees who will be retiring at the end of the school year: Debbie Burgher, Cindy Hicks, Amy Friedlander, John McManus, Patty Pedretti and Liz Salim .

REPORT FROM BOARD MEMBERS

Board Member Allen Rosen congratulated the Boys LaCrosse Team for competing in the Southern Section competition and the Girls LaCrosse Team also competed in their Division too. Congratulations to

the Big Sunday organizers for a great day and thank you to everyone who attended. Mr. Rosen attended the LCAP meetings and will be teaching a Junior Achievement class at BES. He thanked Mr. Buchanan, Mr. McGugan, Dr. Knight and Dr. Heilbron for their handling of a difficult situation over the last couple of weeks and he was happy with the way it was handled. Board Member Barbara Laifman attended the Brenda Pope parent meeting, the LCAP meetings, a CSBA LCAP webinar, and OVHS and OPIS Open Houses. Board Member Sepideh Yeoh stated that in all the statements about the retirees the theme was someone who cared and that is what our students need. She thanked everyone who works with our students. She reported she attended the calendar committee who distributed calendars to take back to their school community to share and bring back comments to our next meeting, and attended Big Sunday which was amazing. Ms. Yeoh thanked Barbara and the entire Committee for their hard work. She is now looking forward to the graduations and culminations. Board Member Mary Pallant reported she attended the Ranch Simi Recreation and Parks Meeting for Sepideh, delivered cookies to the schools for Teacher Appreciation week, and thanked the committee for their work on the Big Sunday event.

REPORT FROM SUPERINTENDENT

Dr. Knight thanked the committee organizers for the Big Sunday event. Over 500 people volunteered, including many students, to take on the many tasks out there to spruce up the schools and community. A big thank you to Toni Caruso, Barbara and the entire Committee for their hard work. Earth week went very well and we earned over \$2,000 to donate to Sustainable Harvest International. Dr. Knight reported he attended the Open Houses at BES, OVHS and OPIS and next week there will be concerts and choir performances and the following week graduations and culminations.

REPORT FROM STUDENT BOARD REP

Brook Pestano reported that they are interviewing beginning Peer Counselors for Advanced Peer Counselors this week. There is a rally this Friday. The Prom was held last weekend and this year was the largest prom with 405 tickets sold. The girls powderpuff game is Friday.

Report from School Site Councils

The Board received School Site Council report from Red Oak Elementary School, Medea Creek Middle School, Oak Park High School, and Oak Park Independent School.

Report from Facilities Planning Committee

Dennis Kuykendall reported on the continuing work of the Facilities Planning Committee.

Report from Technology

Enoch Kwok reported on the continuing work of the Technology Department.

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 Barbara Laifman, seconded by Allen Rosen, the Board of Education approved the Consent Agenda. Motion carried Aye – Laifman, Pallant, Rosen, Yeoh, No – 0.

- a. [Approve Minutes of Regular Board Meeting April 5, 2014](#)
- c. [Approve Purchase Orders –April 1 – April 30, 2014](#)
- d. [Ratify Overnight Trip for Oak Park High School Solar Cup Club – May 15 – 18, 2014](#)
- e. [Approve Quarterly Report on Williams Uniform Complaints – April 2014](#)
- f. [Approve Out of State Travel for Employees to Attend Columbia Summer Reading/Writing Institute in New York City](#)
- g. [Accept and Approve 2013-2014 Second Period Attendance Report](#)
- i. [Approve Notice of Completion, Amphitheater Project at Medea Creek Middle School](#)

- j. [Approve Student Teacher Agreement with Pepperdine University – January, 2014 through July, 2019](#)

ACTION

- b. [Public Employee/Employment Changes 01CL224001-01CL22417 & 01CE06589-01CE06639](#)

On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education approved Public Employee/Employment Changes 01CL2244001-01CL2241 & 01CE06589-01CE06639. Motion carried Aye – Laifman, Pallant, Yeoh, No – 0, Recuse – Rosen.

- h. [Approve Facility Use by Religious Organization – Chabad of Oak Park](#)

One public speaker addressed the Board about this item.

On motion of Allen Rosen, seconded by Sepideh Yeoh, the Board of Education approved Facility Use by Religious Organization – Chabad of Oak Park. Motion carried Aye – Laifman, Pallant, Rosen, Yeoh, No – 0.

2. BUSINESS

- a. [Accept and Approve Annual Report of the Oak Park Citizens' Oversight Committee for Bond Measure C6 and Parcel Tax Measure C](#)

This was just an acceptance of the Report.

- b. [Ratify Award of Bid 13-12R, Building 100 Modernization at Brookside Elementary School \(Rebid\)](#)

On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education approved the Award of Bid 13-12R, Building 100 Modernization at Brookside Elementary School (rebid). Motion carried Aye – Laifman, Pallant, Rosen, Yeoh, No – 0.

- c. [Approve Agreement for In-Plant Inspection Services, Project 14-25R Classroom Replacement at Oak Park High School](#)

On motion of Sepideh Yeoh, seconded by Barbara Laifman, the Board of Education approved the Agreement for In-Plant Inspection Services, Project 14-25R Classroom Replacement at Oak Park High School. Motion carried Aye – Laifman, Pallant, Rosen, Yeoh, No – 0.

- d. [Approve Safe School Plans](#)

On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education approved the Safe School Plans. Motion carried Aye – Laifman, Pallant, Rosen, Yeoh, No – 0.

- e. [Approve 2014-2015 \\$50,000 Contribution to the Kanan Shuttle](#)

Two public speakers addressed the Board about this Item

On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education approved to maximum \$50,000 contribution as long as shuttle is free to the Kanan Shuttle. Motion carried Aye – Laifman, Pallant, Rosen, Yeoh, No – 0.

- f. [Approve Track Resurfacing Project at Oak Park High School](#)

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

g. Approve Oak Park Independent School Facility Project on Oak View High School Site

Eight public speakers addressed the Board about this item.

On motion of Allen Rosen, seconded by Sepideh Yeoh, the Board of Education approved the Oak Park Independent School Facility Project on Oak View High School Site. Motion carried Aye – Laifman, Pallant, Rosen, Yeoh, No – 0. Board requires staff to work with the local neighbors to mitigate concerns expressed by them at the meeting. These include potential traffic, noise, etc. A mitigation plan is to be brought to the Board at the regular June meeting.

h. Approve Solar Power Project and Shade Structure at Oak Park High School

On motion of Allen Rosen, seconded by Sepideh Yeoh, the Board of Education approved the Solar Power Project and Shade Structure at Oak Park High School. Motion carried Aye – Laifman, Pallant, Rosen, Yeoh, No – 0.

i. Discuss Governor’s 2014-15 Budget Proposal – May Revise and Approve Tentative Spending Plan

On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education approved the proposed spending plan. Motion carried Aye – Laifman, Pallant, Rosen, Yeoh, No – 0. This includes 1 counselor at MCMS, 2 counseling clerical support (1 each at MCMS & OPHS), 3 P.E. Teachers at Elementary, 3 I.A.’s at Elementary, 1 Special Ed Teacher at OPHS, .5 Psychologist, .5 Behaviorist, potential settlement.

3. HUMAN RESOURCES

a. Approve Job Description for Bilingual Translator/Interpreter

On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education approved the job description of Bilingual Translator/Interpreter. Motion carried Aye – Laifman, Pallant, Rosen, Yeoh, No – 0.

b. Approve 2014-2015 School Handbooks/Discipline Plans

On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education approved the 2014 – 2015 School Handbooks/Discipline Plans. Motion carried Aye – Laifman, Pallant, Rosen, Yeoh, No – 0.

c. Approve Authorization to Restore Director of Child Nutrition Services Position

On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education approved the authorization to restore the Director of Child Nutrition Services position. Motion carried Aye – Laifman, Pallant, Rosen, Yeoh, No – 0.

4. BOARD

a. Approve Resolution #14-08 – Ordering a Regular Governing Board Member Election, Ordering Consolidation with Other Elections, and Constituting “Specification of the Election Order” to be held on November 4, 2014

On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education approved Resolution #14-08 – Ordering a Regular Governing Board Member Election, Ordering Consolidation with Other Elections, and Constituting “Specification of the Election Order” to be held on November 4, 2014. Motion carried Aye – Laifman, Pallant, Rosen, Yeoh, No – 0.

b. Discuss and Approve Process for Provisional Appointment of School Board Member

On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education approved the process for Provisional Appointment of a School Board Member. Motion carried Aye – Laifman, Pallant, Rosen, Yeoh, No – 0.

c. Approve California School Board Association Membership Dues (\$7,043) and Education Alliance Membership Due (\$1,761) for 2014-2015

On motion of Sepideh Yeoh, seconded by Barbara Laifman, the Board of Education approved CSBA Membership Dues and Education Alliance Member Dues for 2014-2015. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0.

d. Approve Appointment of Clerk of the Board

On motion of Sepideh Yeoh, seconded by Allen Rosen, the Board of Education approved the appointment of Barbara Laifman as Clerk of the Board. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0.

5. BOARD POLICIES

On motion of Allen Rosen, seconded by Sepideh Yeoh, the Board of Education approved tabling C5a through C5c and C5e. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh. No- 0.

d.Approve Amendment of Board Policy 5145.3 – Nondiscrimination/Harassment – First Reading

Mr. Rosen had a question that staff will research and bring to the June meeting.

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 11:38 p.m.

Date _____ President of the Board

Date _____ Clerk or Secretary of the Board

**MINUTES OF SPECIAL CLOSED SESSION, BOARD MEETING AND BUDGET STUDY
SESSION 6-3-14 #893
BOARD OF EDUCATION**

CALL TO ORDER/MEETING PLACE

The Board of Education Vice President Ms. Sepideh Yeoh, called the special meeting to order at 5:36 p.m. at Oak Park Unified School District Office Conference Room, 5801 E. Conifer Street, Oak Park.

BOARD PRESENT

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

Board adjourned to Closed Session at 5:36 p.m.

Ms. Marry Pallant arrived at 5:40 p.m.

CALL TO ORDER/MEETING PLACE

The Board of Education President Ms. Mary Pallant, called the special meeting to order at 6:12 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, Ms. Barbara Laifman, Member, and Mr. Allen Rosen, Member

STAFF PRESENT

Dr. Tony Knight, Superintendent, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources, Mr. Martin Klauss, Assistant Superintendent, Business Services, Ms. Barbara Dickerson, Director, Fiscal Services and Linda Sheridan, Executive Assistant to the Superintendent

FLAG SALUTE

Martin Klauss led the Pledge of Allegiance to the Flag

PUBLIC SPEAKERS

None

DISCUSSION

a. [Public Hearing and Board Study Session: 2014-15 Oak Park Unified School District Local Control and Accountability Plan](#)

Public Hearing opened at 6:13 p.m., No Public Comments, Public Hearing Closed at 6:14 p.m.

Dr. Heilbron led the Board through the Local Control and Accountability Plan and answered questions from the Board.

b. [Public Hearing and Board Study Session: 2014-15 Oak Park Unified School District Annual Budget](#)

Public Hearing opened at 7:07 p.m., No Public Comments, Public Hearing Closed at 7:08 p.m.

Mr. Klauss led the Board through the 2014-15 Annual Budget and answered questions from the Board together with Ms. Dickerson.

ACTION

2. BUSINESS SERVICES

a. Approve Award of Contract for Project 14-17R, District-Wide Security Camera Systems

On motion of Allen Rosen, seconded by Sepideh Yeoh, the Board of Education approved the award of contract for Project 14-17R, District-wide Security Camera Systems to Blue Violet Networks in the amount of \$263,039.57 plus the cost of the required 50% payment bond, utilizing the piggybackable provisions of CMAS Contract GS-07F-0481X. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0.

b. Approve Agreement for Architectural Services for Project 14-28, Oak Park Independent School Facilities

On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education approved the agreement for Architectural Services for Project 14-28, Oak Park Independent School Facilities with KPI in the amount of \$40,810. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0.

c. Approve Field House Project at Oak Park High School Athletic Field

On motion of Allen Rosen, seconded by Sepideh Yeoh, the Board of Education approved the Field House project at Oak Park High School athletic field budgeted at \$25,000 to be funded by Oak Park High School Athletics Booster Club and approved an agreement with KPI Architects in the amount of \$3,650 for their services on the project. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0.

d. Approve Track Resurfacing Project at Oak Park High School

On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education approved the track resurfacing project at Oak Park High School and accept the Hellas proposal in the amount of \$111,500 utilizing the piggyback provisions of California Multiple Award Schedule Contract #4-10-78-0058A. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0.

e. Approve Revisions to the Measure C6 Technology and Equipment Plan – Purchase of Photocopiers

On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education approved the revisions to the Measure C6 Technology and Equipment Plan authorizing purchase of two photocopiers for Oak Park High School in the amount of \$54,627.20, utilizing the piggyback provisions of the U.S. Communities Contract #4400003732. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0.

f. Approve Resolution #14-09, Solar Power Project and Shade Structure Agreement at Oak Park High School

On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education approved provisional approval of Resolution #14-09, Solar Power project and Shade Structure Agreement at Oak Park High School and authorize staff to engage a independent third party consultant, Dr. Peter Parish, in an amount not to exceed \$3,000, to review and present findings verifying the election and financial data used as the basis of proposed installation. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0.

g. Approve Award of Contract for Project 14-27, District-Wide Network Cabling Project

On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education approved the award of contract for Project 14-27, District-Wide Network Cabling Project to PacifiCom, Inc. in the new amount of \$102,806.42. Motion carried Aye: Laifman, Pallant, Rosen, Yeoh, No – 0.

There being no further business before this Board, the Board adjourned to continue Closed Session at 8:30 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: JUNE 17, 2014
SUBJECT: C.1.c. APPROVE PURCHASE ORDERS ISSUED MAY 1-31, 2014

CONSENT

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

BACKGROUND: Attached is the Purchase Order Report listing all purchase orders issued during the reporting period. All purchase orders have been approved by an administrator as a necessary expense and are budgeted for and within the budget authorization of the account.

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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Includes Purchase Orders dated 05/01/2014 - 05/31/2014

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B15-00001	Advanced Syntec Inc.	14-15 Maintenance Turf	OPHS Business Administration	010	6,275.00
P14-00691	Southwinds Transportation	Donation buses for field trip	Brookside School	010	1,928.08
P14-00692	Medco Supply Co.	Health Supplies	Oak View High School	010	88.30
P14-00693	Accrediting Commission For Schools/Wasc	WASC Embosser	Home Independent Study Program	010	70.00
P14-00694	University of Oregon	DIBELS Assessment Data	Curriculum	010	1,046.00
P14-00695	Southwinds Transportation	DON:Bus Transport Music In the Parks	Medea Creek Middle School	010	3,712.40
P14-00696	Southwinds Transportation	Field Trip Transportation	Oak View High School	010	415.60
P14-00697	Shakespeare by the Sea Little Fish Theatre	Shakespeare Performance in Park	District-wide	010	2,157.00
P14-00698	Karen Escalante-Dalton	Grant Writer	Curriculum	010	1,800.00
P14-00699	Enhanced Landscape Mgmt, Inc	MCMS Garden drip system installation	Business Administration	010	1,500.00
P14-00700	Remedia Publications	DON: Special Ed Classroom materials	Medea Creek Middle School	010	47.80
P14-00701	CITY OF VENTURA COMM SVCS DEPT INTERPRETIVE OUTREACH PROGRA	Donation - 4th grade - Gold rush	Brookside School	010	680.00
P14-00702	Omega Construction Company	Proj 14-09R Paint Mock-ups	OPHS Business Administration	213	2,700.00
P14-00703	CTE CAL, Inc.	MCMS DSA Amphitheater Inspection	Business Administration	010	1,210.00
P14-00704	Stumbaugh and Associates Inc.	OPNS Partitions	Business Administration	010	2,895.00
P14-00705	M/M Mechanical, Inc	Proj 14-03R Emergency Gas Line Repair	OPHS Business Administration	213	6,716.39
P14-00706	Portastor Portable Containers	Proj 13-12R Storage Container Rental Bldg 100 BES	Business Administration	213	765.00
P14-00707	CTE CAL, Inc.	Proj 13-03R Inspection Services Bldg C	OPHS Business Administration	213	880.00
P14-00708	CTE CAL, Inc.	Proj 13-05R Inspection Services Field Improve	OPHS Business Administration	213	1,980.00
P14-00709	Pacificom	Proj 13-12R Data Cabinet	BES Business Administration	213	4,609.83
P14-00710	Division of State Architect	DSA Application Fees	Business Administration	010	1,004.00
P14-00711	Fence Factory	MCMS relocate railing	Business Administration	010	1,851.00
P14-00712	Division of State Architect	Proj 13-03R DSA Fees Bldg C Modernization	OPHS Business Administration	213	10,880.00
P14-00713	AMSCO School Publication c/o American Express	OPHS Wkbks AP US History	AMSCO Curriculum	010	2,257.76
P14-00714	Stagecoach Inn Museum	Donation 4th grade field trip	Brookside School	010	520.00
P14-00715	DISCOVERY CENTER FOR SCIENCE	Donation - 3rd grade Starlab	Brookside School	010	850.37
P14-00716	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	Donation - 1st grade bus	Brookside School	010	703.00
P14-00717	Trees & Things	OVHS Tree Trimming	Business Administration	010	1,050.00
P14-00718	Trees & Things	OVHS Tree Removal	Business Administration	010	1,850.00

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Includes Purchase Orders dated 05/01/2014 - 05/31/2014

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P14-00719	Southwinds Transportation	donation 4th grade buses	Brookside School	010	731.20
P14-00720	Southwinds Transportation	Donation – 5th grade bus trip	Brookside School	010	1,321.80
P14-00721	Ferguson Enterprises #1350	Proj 13-15R Bldg A Gym Modernization OPHS	Business Administration	213	23,124.64
P14-00722	Herff Jones	Honor Cords	Oak View High School	010	48.17
P14-00723	School Kids Health Care	District Nurse - supplies	District-wide	010	247.20
P14-00724	Southwinds Transportation	Parent funded 1st gr. field trip- -Underwood Farms	Red Oak Elementary School	010	798.20
P14-00725	Southwinds Transportation	Parent funded 4th gr. trip-Olivas Adobe	Red Oak Elementary School	010	1,612.40
P14-00726	TUMBLEWEED EDUCATIONAL ENTERPR ISES INC	5th Grade Field Trip to Ronald Reagan Library	Oak Hills Elementary School	010	1,000.00
P14-00727	TUMBLEWEED EDUCATIONAL ENTERPR ISES INC	5th Grade Field Trip to Golf 'N Stuff	Oak Hills Elementary School	010	900.00
P14-00728	Southwinds Transportation	Donation - 2nd grade S.B. Zoo	Brookside School	010	1,031.20
P14-00729	Hughes General Engineering	Proj 14-01R ADA/DSA Upgrades OPHS	Business Administration	213	168,875.00
P14-00730	Inland Inspections & Consult	PROJ 14-25 Inspections Relocatable Buildings OPHS	Business Administration	213	22,050.00
P14-00731	REDWOOD BIOTECH	DON: Drug testing kits	Medea Creek Middle School	010	77.19
P14-00732	Conejo Rec & Parks District	Parent funded field trip	Red Oak Elementary School	010	120.00
P14-00733	Conejo Rec & Parks District	Parent funded field trip	Red Oak Elementary School	010	120.00
P14-00734	WorldStrides Heritage Ed	DON: Deposit Heritage Festival 2014-15	Medea Creek Middle School	010	850.00
P14-00735	Product Architects, Inc	Reusable Water bottles	Home Independent Study Program	010	1,366.37
P14-00736	4imprint	DON:Quarter Awards prizes	Medea Creek Middle School	010	371.64
P14-00737	Organized Sports Inc.	DON: Locks for 2014-15	Medea Creek Middle School	010	3,386.25
P14-00738	Golf n Stuff	5th Grade Field Trip to Golf 'n' Stuff	Oak Hills Elementary School	010	2,695.00
P14-00739	JKF Construction	ROES Server Room	Business Administration	010	5,750.00
P14-00740	Thousand Oaks Electric	Electrical instal BES Sign	Business Administration	010	485.00
P14-00741	Lloyd's Plumbing, Inc.	OPNS locate sewer/plumbing lines	Business Administration	010	560.00
P14-00742	Custom Modular Services Corp	Relocate Field house @ OPHS	Business Administration	010	7,142.85
P14-00743	Division of State Architect	Proj 10-01R DSA Fees Fire Alarm System ROES	Business Administration	213	397.16
P14-00744	Hughes General Engineering	Asphalt Installation - Field House OPHS	Business Administration	010	2,550.00
P15-00001	California School Boards Assn	GAMUT Online 2013-14	Board of Education	010	2,365.00
P15-00002	California School Boards Assn	CSBA Membership Renewal	Board of Education	010	8,804.00
T14-00067	Compuwave Inc.	Toner and color cartridges for HR printer	Human Resources	010	878.28

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Includes Purchase Orders dated 05/01/2014 - 05/31/2014

PO Number	Vendor Name	Description	Location	Fund	Account Amount
T14-00069	CUE Gold Coast	Gold Coast CUE conference for Ty DeLong	Human Resources	010	950.00
T14-00070	Border LAN Security	Lightspeed MDM Licensing 1000/3yrs	Technology Coordinator	212	10,200.00
Total Number of POs			60	Total	333,251.08

Fund Recap

Fund	Description	PO Count	Amount
010	General Fund	45	62,629.08
212	Measure C6 Technology Bond Fun	1	10,200.00
213	Measure R FACILITIES Bond Fund	11	242,978.02
		Total Fiscal Year 2014	315,807.08
010	General Fund	3	17,444.00
		Total Fiscal Year 2015	17,444.00
		Total	333,251.08

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 17, 2014
SUBJECT: C.1.d APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL ASB RETREAT – AUGUST 16-17, 2014
CONSENT

ISSUE: Shall the Board approve an overnight trip for the Oak Park High School ASB retreat?

BACKGROUND: Principal, Kevin Buchanan, requests approval for this retreat scheduled for August 16-17 in Malibu, CA. Approximately 37 ASB student members, two OPHS staff members/advisors and two parent chaperones will travel by district approved drivers in district vehicles. Students and chaperones will depart 8 am on Saturday, August 16 and return late afternoon on Sunday, August 17. All will stay at the Shalom Institute and Conference Center in Malibu. The cost will be approximately \$100 per student to cover the cost of registration, meals, transportation, and lodging. ASB funds will cover remaining costs and balance. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

ALTERNATIVES: 1. Approve overnight trip as presented.
 2. Do not approve overnight trip as presented.

RECOMMENDATION: Alternative #1.

Prepared by: Geri Sterling
 Certified by: Kevin Buchanan

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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 17, 2014
SUBJECT: C.1.e. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL CROSS COUNTRY TEAM – AUGUST 10 – 15, 2014
CONSENT

ISSUE: Shall the Board approve an overnight trip for the Oak Park High School Cross Country team summer training program?

BACKGROUND: Principal, Kevin Buchanan, requests approval for this trip scheduled for August 10-15, 2014 in Mammoth Mountain, CA. Approximately 80 athletes, four OPHS coaches and 20-parent volunteer chaperones will travel by district approved drivers in private and vehicles. Team will depart Sunday, August 10 at 7 a.m. and return Friday, August 15 by 5 p.m. Team and chaperones will stay at The Mammoth Mountain Inn. The cost will be approximately \$350-400 per athlete to cover the cost of transportation, meals, and lodging. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

ALTERNATIVES: 1. Approve overnight trip as presented.
 2. Do not approve overnight trip as presented.

RECOMMENDATION: Alternative #1.

Prepared by: Geri Sterling
 Certified by: Kevin Buchanan

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 Member	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 17, 2014
SUBJECT: C.1.f. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL CHEERLEADING TEAM – JUNE 17-20, 2014
CONSENT

ISSUE: Shall the Board approve an overnight trip for the Oak Park High School Cheerleading Team?

BACKGROUND: Principal, Kevin Buchanan, requests approval for this overnight trip to camp scheduled for June 17-20, 2014 at Vanguard University in Costa Mesa, CA. Approximately 38 athletes, two team coaches and 5-10 parent volunteers will travel by district approved drivers in private vehicles. They will depart the morning of June 17th and return the evening of July 20th. Coaches, team and volunteers will stay in the campus dorms. Athletes will pay approximately \$400 per student to cover the cost of venue, meals, materials and lodging. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

ALTERNATIVES: 1. Approve overnight trip as presented.
 2. Do not approve overnight trip as presented.

RECOMMENDATION: Alternative #1.

Prepared by: Geri Sterling
 Certified by: Kevin Buchanan

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	_____	_____	_____	_____
vonSchneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 17, 2014
SUBJECT: C.1.g. APPROVE OVERNIGHT TRIP FOR GIRLS' VOLLEYBALL TEAM – SEPTEMBER 12-13, 2014

CONSENT

ISSUE: Shall the Board approve an overnight trip for the Oak Park High School Girls Volleyball Team?

BACKGROUND: Principal, Kevin Buchanan, requests approval for this overnight trip for the team to attend this tournament scheduled for September 12-13, 2014 in San Luis Obispo, CA. Approximately 14 team members, one OPHS coach and two parent chaperones will travel by district approved drivers in district vehicles. Team and chaperones will depart 8 am on Friday, September 12 and return late afternoon on Saturday, September 13. All will stay at the Embassy Suites in San Luis Obispo. The cost will be approximately \$50 per athlete to cover the cost of registration, transportation, and lodging. Students will also pay for their own meals & misc. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

ALTERNATIVES: 1. Approve field trip as presented.
 2. Do not approve field trip as presented.

RECOMMENDATION: Alternative #1.

Prepared by: Geri Sterling
 Certified by: Kevin Buchanan

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	_____	_____	_____	_____
vonSchneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JUNE 17, 2014

SUBJECT: C.1.h. APPROVAL OF RENEWAL AGREEMENT WITH THE VENTURA COUNTY OFFICE OF EDUCATION FOR 2014-15 DATA PROCESSING SERVICES

CONSENT

ISSUE: Shall the Board approve a renewal agreement with the Ventura County Office of Education (VCOE) to provide data processing services to the District for the 2014-15 fiscal year?

BACKGROUND: The District has historically contracted annually with VCOE to provide data processing services. The scope of these services currently includes the hosting and support of the Escape Financial and Payroll/Personnel Systems. The current contract with VCOE for these services expired June 30, 2014. The fee for services is calculated on the District's prior year P-2 ADA, and the amount-per-ADA is unchanged from last school year. VCOE has proposed to renew the agreement for the 2014-15 fiscal year in the amount of \$50,041 (2013-14 P-2 ADA [4496] x \$11.13). A copy of the renewal agreement is attached for the Board's review.

FISCAL IMPACT: The cost of the proposed services is included in the Business and Administrative Services departmental budget for 2014-15.

ALTERNATIVES:

1. Approve the renewal agreement with VCOE to provide data processing services to the District for the 2014-15 fiscal year.
2. Do not approve the renewal.

RECOMMENDATION: Alternative No. 1

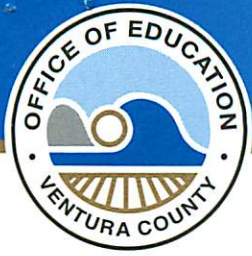
Prepared by: Martin Klaus, Assistant Superintendent, Business and Administrative Services

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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____



VENTURA COUNTY OFFICE OF EDUCATION

Stanley C. Mantooth, County Superintendent of Schools

DATE: May 2, 2014

TO: Chief Business Official
Oak Park Unified School District

FROM: Stephen K. Carr, Chief Technology Officer
Technology Services

SUBJECT: 2014-15 Contracts for ESCAPE Financial & Payroll/Personnel

Attached are the 2014-15 annual agreements for the Escape Financial & Payroll/Personnel System provided by the Ventura County Office of Education.

Please sign and return both copies of the contracts to Rachel Lopez at your earliest convenience. An executed copy of the contracts will be returned to you for your files. Our Business Office would prefer to have a Purchase Order attached if possible and should be sent to Rachel Lopez attention at Technology Services.

If you have any questions regarding these contracts or the charges, please feel free to contact me at (805) 383-1966 or you can reach Rachel at (805)383-1978.

Attachments

SKC: rl



AGREEMENT FOR ESCAPE FINANCIAL & PAYROLL/PERSONNEL SYSTEM

This agreement is made between the **Oak Park Unified School District** of Ventura County, hereinafter referred to as "District," and the Ventura County Office of Education, hereinafter referred to as "VCOE."

It is Hereby Agreed between the Parties as Follows:

1. Time Period

VCOE agrees to furnish the District services in processing and reporting for the fiscal year July 1, 2014 through June 30, 2015 and thereafter on a yearly basis unless written notice to the contrary is received by VCOE prior to the fifteenth of January of any year in which the services are rendered.

2. Services Provided

VCOE shall provide services and transactions available in the Escape Financial & Payroll/Personnel System.

3. Exclusions

Software support does not include:

- A. Programming required because of changes in computer equipment or configuration.
- B. Problems resulting from equipment failure.
- C. Unauthorized alterations to the programs.

4. Charges

Charges will be determined by multiplying the District's prior year P-2 ADA as of June 1 of the prior fiscal year by an ADA factor from the following table.

P-2 ADA	Per ADA Factor
0-999	\$39.74
1000-4999	\$11.13
5000-9999	\$8.79
10000-19999	\$8.12
20000+	\$7.37

All reports printed at VCOE will be charged at \$.0800 per page.

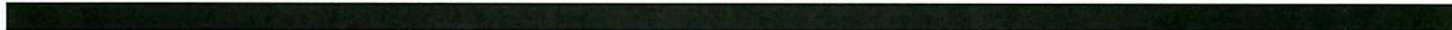
5. Payment Schedule

The District agrees that the ADA based fees shall be paid in a single installment to be billed in late December.



Approved this _____ day of _____, 20 _____.

 School District Authorized Representative



Approved this _____ day of _____, 20 _____.

 VCOE Authorized Representative

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JUNE 17, 2014

SUBJECT: C.1.i. APPROVE RESOLUTION #14-10, APPROPRIATION AND BUDGETED TRANSFERS FISCAL YEAR 2014-15

CONSENT

ISSUE: Shall the Board of Education authorize transfers of budget appropriations and budgeted transfers of monies between funds as needed during the fiscal year in order to balance expenditure classifications or to meet the budgeted obligations of one fund to another?

BACKGROUND: Certain interfund transfers are budgeted each year such as deferred maintenance, or District contributions for technology. This resolution authorizes the business office to make transfers when the funds are needed. During the year, as expenditures are made and income received, it is often necessary to make revisions to line item budgets. These revisions are generally a shifting of appropriations from one major object code to another without increasing the site or program allocation. These types of revisions keep the line item budget appropriation and expenditures in balance.

FINANCIAL IMPACT: None

ALTERNATIVES:

1. Adopt Resolution #14-10 Appropriation and Budgeted Transfers for 2014-15.
2. Do not adopt Resolution #14-10.

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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT

RESOLUTION #14-10

APPROPRIATION AND BUDGETED TRANSFERS FISCAL YEAR 2014-15

WHEREAS, the Oak Park Unified School District budgets certain transfers and revises its appropriation budgets periodically to permit the payment of obligations of the district, and

WHEREAS, the District may authorize a district employee to make such transfers between the budgeted classifications and/or funds in order to balance expenditure classifications or to meet the budgeted obligations of one fund to another,

THEREFORE, BE IT RESOLVED that the Oak Park Unified School District authorizes the transfers necessary to permit business as usual during the 2014-15 fiscal year. These transfers are to be presented to the Governing Board for ratification at the next regularly scheduled board meeting.

ADOPTED this 17th day of June 2014, by the governing board of the Oak Park Unified School District of Ventura County, California by the following vote:

AYES:

NOS:

ABSTAIN:

ABSENT:

THIS IS TO CERTIFY that the above resolution was adopted by the Board of Education at a regular meeting of the board.

Clerk/Secretary of the Board

TO: MEMBERS, BOARD OF EDUCATION

FROM: ANTHONY W. KNIGHT, Ed.D., SUPERINTENDENT

DATE: JUNE 17, 2014

SUBJECT: C.1.j. APPROVE RESOLUTION NO. 14-11, TEMPORARY LOANS BETWEEN DISTRICT FUNDS FOR FISCAL YEAR 2014-15

CONSENT

ISSUE: Shall the Board of Education adopt Resolution No. 14-11 to authorize temporary loans between funds during times when cash flow suffers prior to receipt of tax deposits or State revenues?

BACKGROUND: In the past, it has been necessary for the General Fund to borrow from one of the other District funds in order to meet financial obligations. The General Fund receives its major tax receipt deposits in December and April, and the temporary loans permitted payments to retail vendors and for employee payroll to continue during the low cash flow months.

During the 2014-15 fiscal year, the District will be participating in a Revenue and Tax Anticipations Note (TRAN) program, which helps alleviate cash flow problems. As the Legislature has enacted laws allowing the State to defer of funding apportionments to school districts, it is prudent to have the resolution on file should the need arise. This resolution will enable the Administration to transfer the necessary funds to ensure continued business as usual. The resolution allows temporary loans between the General Fund and other funds, such as the Deferred Maintenance or Cafeteria Funds, until State revenues are received.

ALTERNATIVES:

1. Adopt Resolution No. 14-11, Temporary Loans Between District Funds.
2. Do not adopt Resolution No. 14-11.

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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 14-11

TEMPORARY TRANSFER OF FUND MONIES FISCAL YEAR 2014-15

WHEREAS, pursuant to Education Code section 42603, the governing board of any school district may direct that monies held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations. The transfer shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation or be considered income to the borrowing fund or account. Amounts transferred shall be repaid either in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year. Borrowing shall occur only when the fund or account receiving the money will earn sufficient income, during the current fiscal year, to repay the amount transferred. No more than 75 percent of the maximum of monies held in any fund or account during a current fiscal year may be transferred.

WHEREAS, when there are insufficient funds to meet district obligations in the fund, and

WHEREAS, funds can be temporarily transferred from one or more funds to another fund of the district to be used for the payment of district obligations, and

WHEREAS, repayment of the temporary loan will be made from income received,

THEREFORE, BE IT RESOLVED that the Board of Education of the Oak Park Unified School District authorizes the temporary transfer of cash from one district fund to another in order to meet the financial obligations of the District as the need may arise during the 2014-15 fiscal year.

ADOPTED this 17th day of June 2014, by the governing board of the Oak Park Unified School District of Ventura County, California by the following vote:

AYES:

NOS:

ABSTAIN:

ABSENT:

THIS IS TO CERTIFY that the above resolution was adopted by the Board of Education at a regular meeting of the board.

Clerk/Secretary of the Board

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JUNE 17, 2014

SUBJECT: C.1.k. APPROVE RESOLUTION #14-12, YEAR END BUDGET AND INTERFUND TRANSFERS FOR FISCAL YEAR 2013-14

CONSENT

ISSUE: Shall the Board of Education authorize the Director of Fiscal Services to make any and all necessary budget transfers as required to permit the payment of obligations incurred by the District for the fiscal year ending June 30, 2014?

BACKGROUND: As the District closes its 2013-14 financial books, certain budget transfers must occur to permit the payment of obligations incurred during the fiscal year. Much of the work closing the books occurs during summer months when the Board is not in session. It is therefore necessary for the Board to authorize an employee to make these budget transfers. Accordingly, the Administration recommends that the Board adopt Resolution No. 14-12, authorizing the Director of Fiscal Services to make any and all necessary budget transfers to permit the payment of obligations incurred by the District for the fiscal year ending June 30, 2014.

FINANCIAL IMPACT: None.

- ALTERNATIVES:**
1. Adopt Resolution #14-12, Year End Budget and Interfund Transfers for fiscal year 2013-14.
 2. Do not adopt Resolution #14-12.

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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 14-12

YEAR END BUDGET AND INTERFUND TRANSFERS FISCAL YEAR 2013-14

BE IT RESOLVED that the Oak Park Unified School District Board of Education does hereby authorize the Director of Fiscal Services to make any and all necessary budget transfers between the designated fund balance or the unappropriated fund balance and any expenditure classification or classifications or balance of any expenditure classification of the budget of the district for the year ending June 30, 2014, as necessary to permit the payment of obligations incurred by the District.

PASSED AND ADOPTED this 17th day of June 2014, by the governing board of the Oak Park Unified School District of Ventura County, California by the following vote:

AYES:

NOS:

ABSTAIN:

ABSENT:

THIS IS TO CERTIFY that the above resolution was adopted by the Board of Education at a regular meeting of the board.

Clerk/Secretary of the Board

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 17, 2014
SUBJECT: C.1.1. APPROVE RENEWAL AGREEMENT FOR 2014-15 CROSSING GUARD SERVICES

CONSENT

ISSUE: Shall the Board approve an amendment to the agreement with All City Management Services, Inc. for crossing guard services for the 2014-15 school year?

BACKGROUND: All City Management, Inc. has provided crossing guard services for Oak Park Schools since October 1993. The District pays All City for these services, and the Oak Park Municipal Advisory Council (MAC), through the County of Ventura, reimburses the District for the expense. All City has proposed an amendment to extend its current contract with Oak Park schools for the 2014-15 school year, maintaining current levels of service with a 9.4% rate increase, for an estimated annual cost of \$73,723. A copy of the amendment and rationale for the increase are attached for the Board’s information. The renewal agreement will reviewed by the MAC at it June meeting, who will consider once again authorizing the reimbursement to the District for the 2014-15 school year. The District is satisfied with the service, and staff is recommending approval, pending the authorization for reimbursement from the Oak Park Municipal Advisory Council.

ALTERNATIVES:

1. Approve the proposed amendment with All City Management Services, Inc. for the 2014-15 school year, pending authorization for reimbursement to OPUSD by the Oak Park Municipal Advisory Council.
2. Do not approve the amendment.

RECOMMENDATION: Alternative No. 1.

FISCAL IMPACT: None – The District is reimbursed by the County of Ventura for the expense of the crossing guard services.

Prepared by: Martin Klaus, 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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____



ALL CITY MANAGEMENT SERVICES

March 6, 2014

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

It is once again the time of the year when many agencies are formulating their budgets for the coming fiscal year. Toward that end, please allow this letter to serve as confirmation of our interest in extending our agreement with the Oak Park Unified School District for Crossing Guard Services through the 2014-2015 fiscal year.

As you may know, effective July 1, 2014 the California Minimum Wage rate increases to \$9.00 per hour. Then on January 1, 2016 the California Minimum Wage rate will increase to \$10.00 per hour. These combined increases represent the most significant and impactful increases in minimum wages since 1988.

These increases will have a direct impact on our wages and in turn our billing rates. To maintain our workforce we have found that we must maintain at least a \$1.00 to \$1.50 spread between the minimum wage and our wage rates. To address this impending disparity we will need to request an adjustment of our current hourly billing rate of \$15.3 per hour to \$16.74 per hour. If this is acceptable we will commit to a price freeze for the next 4 years.

To facilitate the calculation of the program cost for your Crossing Guard program, we have included a Client Worksheet. This worksheet is our estimation of the projected hours of your program as it is currently staffed.

We remain committed to providing a safe, cost-effective and professional School Crossing Guard Program. If you have any questions or need additional information please contact me at (800) 540-9290. Take care.

Sincerely,



Barton Farwell, General Manager

"The Crossing Guard Company"

10440 Pioneer Blvd., Ste. #5, Santa Fe Springs, CA 90670 • 310-202-8284 • 800-540-9290 • FAX 310-202-8325



ALL CITY MANAGEMENT SERVICES

Amendment to Agreement between All City Management Services, Inc. and the Oak Park Unified School District for providing School Crossing Guard Services

The **Oak Park Unified School District** hereinafter referred to as the "District", and **All City Management Services, Inc.**, located at 10440 Pioneer Blvd., Suite 5, Santa Fe Springs, CA 90670, hereinafter referred to as the "Contractor", mutually agree to amend the existing Agreement entered into on September 7, 1993 as follows:

1. **Item #1** The District and the Contractor agree to extend the term of this Agreement for the 2014 - 2015 school year beginning July 1, 2014 through June 30, 2015.
2. **Item #17** The District agrees to pay Contractor for services rendered pursuant to the Agreement the sum of Sixteen Dollars and Seventy-Four Cents (\$16.74) per hour of guard service provided. It is understood that the cost of providing Four Thousand, Four Hundred and Four (4,404) hours of service shall not exceed Seventy-Three Thousand, Seven Hundred and Twenty-Three Dollars (\$73,723.00).
3. Except as provided for in Item #1 and Item #17, all other terms and conditions of the original Agreement and Amendments thereto between the District and the Contractor remain in effect.

Oak Park Unified School District

All City Management Services, Inc.

By _____
Signature

By 
Demetra Farwell, Corporate Secretary

Print Name and Title

Date _____

Date April 14, 2014

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JUNE 17, 2014

SUBJECT: C.1.m. APPROVE RENEWAL AGREEMENT WITH SCHOOL SERVICES OF CALIFORNIA FOR FISCAL INFORMATION SERVICES

CONSENT

ISSUE: Shall the Board approve the renewal of the agreement with School Services of California, Inc. to provide fiscal and management information services to the District for the 2014-15 fiscal year?

BACKGROUND: The District has contracted annually with School Services of California, Inc. (SSC) for services related to issues of school finance, legislation, school budgeting, and general fiscal issues. The current contract with SSC expires June 30, 2014. SSC is proposing to renew the agreement for the 2013-14 fiscal year, with no cost increase to the current agreement amount. The cost of the proposed renewal is \$3,420 annually. A copy of the proposed agreement is attached for the Board's information.

ALTERNATIVES:

1. Approve the renewal of the agreement with School Services of California, Inc., for the 2014-15 fiscal year.
2. Do not approve the renewal.

RECOMMENDATION: Alternative No. 1

Respectfully submitted:

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

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



1121 L Street

Suite 1060

Sacramento

California 95814

TEL: 916 . 446 . 7517

FAX: 916 . 446 . 2011

E-mail: ssc@sscal.com

*An Employee-Owned
Company*

MEMORANDUM

May 13, 2014

TO: Martin Klauss, Assistant Superintendent
Oak Park Unified School District

FROM: John D. Gray
President

It has been a pleasure to provide Oak Park Unified School District our Fiscal Budget and Management Information Services during the past year. We value our relationship and appreciate the continued confidence that you and your staff have expressed in School Services of California, Inc. (SSC).

Our current contract expires on June 30, 2014. Anticipating your desire to continue our services, we have enclosed a proposed renewal Agreement. We are offering the option to include our CADIE (Comparative Analysis of District Income and Expenditures) and SABRE (Salary and Benefit Reports) products as part of this contract. If you wish to include any of these services, please complete and sign the attached Addendum A, indicate the services desired, and return with your contract renewal. Any questions regarding the CADIE or SABRE should be directed to Kathe Sadler, Data Specialist.

To activate our Agreement, please sign the contract (and the Addendum, at your discretion), and return the original (or scan and e-mail to JanelleD@sscal.com) to our office for final processing. So that we may continue to give you the best possible service, it would be helpful if we could have the Agreement returned by June 30, 2014. If you are unable to return it by this date, please call our Accounting Department. Please note that this contract reflects a modest price increase above the current year.

If you have any questions or need additional information, please give me a call at (916) 446-7517.

AGREEMENT FOR SPECIAL SERVICES
Fiscal and Management Information Services

This is an agreement between the **OAK PARK UNIFIED SCHOOL DISTRICT**, hereinafter referred to as "Client," and **SCHOOL SERVICES OF CALIFORNIA, INC.**, hereinafter referred to as "Consultant," entered into as of July 1, 2014.

RECITALS

WHEREAS, the Client needs assistance regarding issues of school finance, legislation, school budgeting, general fiscal issues, and the state-mandated program cost claims process; and

WHEREAS, the Consultant, is professionally and specially trained and competent to provide these services; and

WHEREAS, the authority for entering into this Agreement is contained in Section 53060 of the Government Code and such other provisions of California law as may be applicable;

NOW, THEREFORE, the parties to this Agreement do hereby mutually agree as follows:

1. Consultant agrees to perform such duties relating to issues of school finance, including:
 - a. Delivery of "one copy" of each edition of the *Fiscal Report* containing information on issues of school finance, budgets, or practices that impact school district fiscal policies, and one copy of the booklet *Analysis of the Governor's Proposals for the State Budget and K-12 Education*
 - b. Unlimited access to the Consultant's online workshops, which include:
 - i. Fiscal Aspects of Negotiations
 - ii. Fiscal Implications of School District Reorganization
 - iii. Associate Student Body
 - iv. Attendance Accounting
 - c. The option of receiving information on Consultant's website regarding major school finance and policy issues
 - d. An analysis of all major school finance/fiscal legislation and reports on its legislative/executive branch progress

- e. Preliminary school district revenue calculation using the online tools available on the Consultant's website for use in determining the projected revenue funding level soon after the budget is adopted based on the major annual school finance legislation
 - f. Participation at the Consultant's school finance conferences and workshops at the Consultant's client rate
 - g. Counsel the Client on new mandates and information relating to the local mandate reimbursement process for all applicable legislation already adopted that contains a reimbursement appropriation, and maintain liaison with the State Controller, the Commission on State Mandates, and the State Department of Finance
2. The Consultant shall provide the Client with services as requested to a total of twelve (12) direct service hours during the 12-month period of this Agreement at no additional cost beyond the annual fee. The hours of service may be used as the Client directs on fiscal and mandate service issues, including: mandate counseling, analysis of specific district revenue or expenditure issues, analysis of specific legislative or regulatory issues, including a "quick query" service to provide telephone response to specific fiscal or mandate questions of the Client. Services for which the base service hours may not be used, include: Client specific economy, efficiency, or management consulting services, including, but not limited to efficiency or management studies, demographic or school facility studies, special education studies, fiscal health analysis, and/or an in-depth budget review, direct collective bargaining or factfinding assistance; fiscal analysis for purposes of collective bargaining, legislative representation or advocacy; appearance as an expert witness; provision of depositions or declarations for district legal issues; or major customized research projects or studies.
3. The Client agrees to pay to Consultant for services rendered under this Agreement:
- a. \$3,420 annually, plus expenses, or payable at \$285 per month, plus expenses, upon receipt of a billing from Consultant
 - b. For all requested services in excess of twelve (12) direct service hours as indicated in Item 2 above in the 12-month period, the applicable hourly rate for the person(s) performing the services shall apply
 - c. "Hours" are defined as hours of direct service to the Client, as well as reasonable travel time to and from the Client's site
 - d. "Expenses" are defined as actual, out-of-pocket expenses, such as travel, meals, shipping, and duplication of materials

4. This Agreement shall be for the period of one year, beginning July 1, 2014, and terminating June 30, 2015. This Agreement may be terminated prior to June 30, 2015 by either party on thirty (30) days' written notice. In the event that the Client elects to terminate services at the end of the Agreement, the Client shall give a 30-day written notice of nonrenewal. Consultant will provide continuing services for 90 days after the expiration date of the Agreement or until the client provides written notice. The Client is responsible for these accrued charges and SSC may bill these additional days. In the case of cancellation, the Client *shall be* liable for any costs accrued to the date of cancellation.

5. It is expressly understood and agreed to by both parties that Consultant, while carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and is not an employee of the Client.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as indicated below:

BY: _____ DATE: _____
Oak Park Unified School District

BY:  _____ DATE: May 13, 2014
JOHN D. GRAY
President
School Services of California, Inc.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 17, 2014
SUBJECT: C.1.n. APPROVE AND CERTIFY 2014-15 SCHOOL BELL SCHEDULES AND MINIMUM INSTRUCTIONAL MINUTES

ACTION

ISSUE: Shall the Board of Education approve the 2014-15 school bell schedules and certify compliance with the minimum number of instructional minutes as required by Education Code (EC) Section 46201?

BACKGROUND: Education Code (EC) Section 46201 requires the governing board of every school district to certify that each school and each grade level has met the minimum number of instructional minutes as described in EC 46201 and meets the intent of the longer school day provisions of SB 813. As described in EC 46201.5, school bell schedules must provide for the minimum number of instructional minutes as follows:

Kindergarten = 36,000 minutes/year Grades 1–3 = 50,400 minutes/year
 Grades 4–8 = 54,000 minutes/year Grades 9–12 = 64,800 minutes/year

The District’s audit firm, as a part of the financial audit, reviews compliance with the instructional time requirement annually. There are severe financial penalties for programs with less than the required minimum number of instructional minutes. The bell schedules submitted by each school site for the 2014-15 school year are attached for the Board’s information and review.

ALTERNATIVES:

- Approve the 2014-15 school bell schedules and certify compliance with the minimum number of instructional minutes as required by EC 46201.
- Do not approve the 2014-15 school bell schedules as submitted.

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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Brookside Elementary School

2014 - 2015 Instructional Minutes/Bell Schedule

August - June "Discovery" K Schedule					# of Days	180
Period	Beg Time	End Time	Hours/Min	Minutes		
Instruction	8:15 AM	9:40 AM	1:25	85		
Nutrition/Recess	9:40 AM	10:00 AM	0:20	20		
Instruction	10:00 AM	12:15 PM	2:15	135		
Total Hours/Minutes =			3:40	220		

Wednesday Early Grade K + 12 Assmt Days					# of Days	45
Period	Beg Time	End Time	Hours/Min	Minutes		
Instruction	8:15 AM	9:40 AM	1:25	85		
Nutrition/Recess	9:40 AM	10:00 AM	0:20	20		
Instruction	10:00 AM	12:15 PM	2:15	135		
Total Hours/Minutes =			3:40	220		

Conference Days Grade K					# of Days	10
Period	Beg Time	End Time	Hours/Min	Minutes		
Instruction	8:15 AM	9:40 AM	1:25	85		
Nutrition/Recess	9:40 AM	10:00 AM	0:20	20		
Instruction	10:00 AM	12:15 PM	2:15	135		
Total Hours/Minutes =			3:40	220		

Schedule Grades 4 - 5					# of Days	133
Period	Beg Time	End Time	Hours/Min	Minutes		
Instruction	8:20 AM	10:35 AM	2:15	135		
Nutrition/Recess	10:35 AM	10:55 AM	0:20	20		
Instruction	10:55 AM	12:30 PM	1:35	95		
Lunch	12:30 PM	1:15 PM	0:45	45		
Instruction	1:15 PM	2:56 PM	1:41	101		
Total Hours/Minutes =			5:31	331		

Wednesday Early Release Grade 4 - 5					# of Days	33
Period	Beg Time	End Time	Hours/Min	Minutes		
Instruction	8:20 AM	10:35 AM	2:15	135		
Nutrition/Recess	10:35 AM	10:55 AM	0:20	20		
Instruction	10:55 AM	12:40 PM	1:45	105		
Total Hours/Minutes =			4:00	240		

Conference Days Grades 4 - 5					# of Days	10
Period	Beg Time	End Time	Hours/Min	Minutes		
Instruction	8:20 AM	10:35 AM	2:15	135		
Nutrition/Recess	10:35 AM	10:55 AM	0:20	20		
Instruction	10:55 AM	12:15 PM	1:20	80		
Total Hours/Minutes =			3:35	215		

Special Minimum Days Grades 4 - 5					# of Days	4
Period	Beg Time	End Time	Hours/Min	Minutes		
Instruction	8:20 AM	10:35 AM	2:15	135		
Nutrition/Recess	10:35 AM	10:55 AM	0:20	20		
Instruction	10:55 AM	12:30 PM	1:35	95		
Total Hours/Minutes =			3:50	230		

Schedule	Minutes/day	No. of Days	Total Minutes	Total Minutes	Ed Code
August - June "Discovery" K Schedule	220	180	39,600	40,240	36,000
08.27.14 - 09.05.14 Grade K	220	5	1,100		
09.08.14 - 06.12.15 Grade K	235	116	27,260		
Wednesday Early Grade K + 12 Assmt Days	220	45	9,900		
Conference Days Grade K	220	10	2,200		
Special Minimum Days Grade K	220	4	880		

Semester 1 – 90 total days

Semester 2 – 90 total days

Not Instructional Minutes

180 Days of Instruction

08.27.14 - 09.05.14 Grade K					# of Days	5
Period	Beg Time	End Time	Hours/Min	Minutes		
Instruction	8:15 AM	9:40 AM	1:25	85		
Nutrition/Recess	9:40 AM	10:00 AM	0:20	20		
Instruction	10:00 AM	12:15 PM	2:15	135		
Total Hours/Minutes =			3:40	220		

09.08.14 - 06.12.15 Grade K					# of Days	116
Period	Beg Time	End Time	Hours/Min	Minutes		
Instruction	8:15 AM	9:40 AM	1:25	85		
Nutrition/Recess	9:40 AM	10:00 AM	0:20	20		
Instruction	10:00 AM	11:15 AM	1:15	75		
Lunch	11:15 AM	12:00 PM	0:45	45		
Instruction	12:00 PM	1:15 PM	1:15	75		
Total Hours/Minutes =			3:55	235		

Special Minimum Days Grade K					# of Days	4
Period	Beg Time	End Time	Hours/Min	Minutes		
Instruction	8:15 AM	9:40 AM	1:25	85		
Nutrition/Recess	9:40 AM	10:00 AM	0:20	20		
Instruction	10:00 AM	12:15 PM	2:15	135		
Total Hours/Minutes =			3:40	220		

Schedule Grades 1 - 3					# of Days	133
Period	Beg Time	End Time	Hours/Min	Minutes		
Instruction	8:20 AM	10:10 AM	1:50	110		
Nutrition/Recess	10:10 AM	10:30 AM	0:20	20		
Instruction	10:30 AM	12:00 PM	1:30	90		
Lunch	12:00 PM	12:45 PM	0:45	45		
Instruction	12:45 PM	2:30 PM	1:45	105		
Total Hours/Minutes =			5:05	305		

Wednesday Early Release Grade 1 - 3					# of Days	33
Period	Beg Time	End Time	Hours/Min	Minutes		
Instruction	8:20 AM	10:10 AM	1:50	110		
Nutrition/Recess	10:10 AM	10:30 AM	0:20	20		
Instruction	10:30 AM	12:40 PM	2:10	130		
Total Hours/Minutes =			4:00	240		

Conference Days Grades 1 - 3					# of Days	10
Period	Beg Time	End Time	Hours/Min	Minutes		
Instruction	8:20 AM	10:10 AM	1:50	110		
Nutrition/Recess	10:10 AM	10:30 AM	0:20	20		
Instruction	10:30 AM	12:15 PM	1:45	105		
Total Hours/Minutes =			3:35	215		

Special Minimum Days Grades 1 - 3					# of Days	4
Period	Beg Time	End Time	Hours/Min	Minutes		
Instruction	8:20 AM	10:10 AM	1:50	110		
Nutrition/Recess	10:10 AM	10:30 AM	0:20	20		
Instruction	10:30 AM	12:15 PM	1:45	105		
Total Hours/Minutes =			3:35	215		

Schedule	Minutes/day	No. of Days	Total Minutes	Total Minutes	Ed Code
Schedule Grades 1 - 3	305	133	40,565	51,495	50,400
Wednesday Early Release Grade 1 - 3	240	33	7,920		
Conference Days Grades 1 - 3	215	10	2,150		
Special Minimum Days Grades 1 - 3	215	4	860		
Schedule Grades 4 - 5	331	133	44,023	55,013	54,000
Wednesday Early Release Grade 4 - 5	240	33	7,920		
Conference Days Grades 4 - 5	215	10	2,150		
Special Minimum Days Grades 4 - 5	230	4	920		

Oak Hill's Elementary School

2014 - 2015 Instructional Minutes/Bell Schedule

08.27.14 -09.05.14 + 12 day's Assmt + Friday's Grade K			# of Days	45
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:25 AM	9:45 AM	1:20	80
Nutrition/Recess	9:45 AM	10:05 AM	0:20	20
Instruction	10:05 AM	12:30 PM	2:25	145
Total Hours/Minutes =			3:45	225

Minimum Day Schedule Grade K			# of Days	11
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:15 AM	9:45 AM	1:30	90
Nutrition/Recess	9:45 AM	10:05 AM	0:20	20
Instruction	10:05 AM	12:00 PM	1:55	115
Total Hours/Minutes =			3:25	205

Minimum Day Schedule Grades 1 - 3			# of Days	11
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:25 AM	10:10 AM	1:45	105
Nutrition/Recess	10:10 AM	10:30 AM	0:20	20
Instruction	10:30 AM	12:00 PM	1:30	90
Total Hours/Minutes =			3:15	195

Minimum Day Schedule Grades 4 - 5			# of Days	11
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:25 AM	10:35 AM	2:10	130
Nutrition/Recess	10:35 AM	10:55 AM	0:20	20
Instruction	10:55 AM	12:00 PM	1:05	65
Total Hours/Minutes =			3:15	195

Friday's Grades 4-5			# of Days	33
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:25 AM	10:35 AM	2:10	130
Nutrition/Recess	10:35 AM	10:55 AM	0:20	20
Instruction	10:55 AM	12:45 PM	1:50	110
Total Hours/Minutes =			4:00	240

Total Minutes Per Year				
Schedule	Minutes/day	No. of Days	Total Minutes	Total Minutes
08.27.14 -09.05.14 + 12 day's Assmt + Friday's Grade K	225	45	10,125	42,140
Regular Days Grade K	240	124	29,760	
Minimum Day Schedule Grade K	205	11	2,255	
Regular Schedule Grades 1 - 3	305	136	41,480	51,545
Friday's Grades 1-3	240	33	7,920	
Minimum Day Schedule Grades 1 - 3	195	11	2,145	
Regular Schedule Grades 4 - 5	331	136	45,016	55,081
Friday's Grades 4-5	240	33	7,920	
Minimum Day Schedule Grades 4 - 5	195	11	2,145	

Regular Days Grade K			# of Days	124
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:25 AM	9:45 AM	1:20	80
Nutrition/Recess	9:45 AM	10:05 AM	0:20	20
Instruction	10:05 AM	11:30 AM	1:25	85
Lunch	11:30 AM	12:15 PM	0:45	45
Instruction	12:15 PM	1:30 PM	1:15	75
Total Hours/Minutes =			4:00	240

Regular Schedule Grades 1 - 3			# of Days	136
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:25 AM	10:10 AM	1:45	105
Nutrition/Recess	10:10 AM	10:30 AM	0:20	20
Instruction	10:30 AM	12:00 PM	1:30	90
Lunch	12:00 PM	12:45 PM	0:45	45
Instruction	12:45 PM	2:35 PM	1:50	110
Total Hours/Minutes =			5:05	305

Friday's Grades 1-3			# of Days	33
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:25 AM	10:10 AM	1:45	105
Nutrition/Recess	10:10 AM	10:30 AM	0:20	20
Instruction	10:30 AM	12:45 PM	2:15	135
Total Hours/Minutes =			4:00	240

Regular Schedule Grades 4 - 5			# of Days	136
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:25 AM	10:35 AM	2:10	130
Nutrition/Recess	10:35 AM	10:55 AM	0:20	20
Instruction	10:55 AM	12:45 PM	1:50	110
Lunch	12:45 PM	1:30 PM	0:45	45
Instruction	1:30 PM	3:01 PM	1:31	91
Total Hours/Minutes =			5:31	331

Ed Code
36,000
50,400
54,000

Semester 1 – 90 total days

Semester 2 – 90 total days

Not Instructional Minutes

180 Days of Instruction

Red Oak Elementary School

2014 - 2015 Instructional Minutes/Bell Schedule

August - June "Discovery" K Schedule			# of Days	180
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:15 AM	9:40 AM	1:25	85
Nutrition/Recess	9:40 AM	10:00 AM	0:20	20
Instruction	10:00 AM	12:15 PM	2:15	135
Total Hours/Minutes =			3:40	220

08.27.14 - 09.05.14 Grade K			# of Days	5
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:15 AM	9:40 AM	1:25	85
Nutrition/Recess	9:40 AM	10:00 AM	0:20	20
Instruction	10:00 AM	12:15 PM	2:15	135
Total Hours/Minutes =			3:40	220

Wednesday Early + 12 Asses Days Grade K			# of Days	46
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:15 AM	9:40 AM	1:25	85
Nutrition/Recess	9:40 AM	10:00 AM	0:20	20
Instruction	10:00 AM	12:15 PM	2:15	135
Total Hours/Minutes =			3:40	220

09.08.14 - 06.12.15 Grade K			# of Days	116
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:15 AM	9:40 AM	1:25	85
Nutrition/Recess	9:40 AM	10:00 AM	0:20	20
Instruction	10:00 AM	11:25 AM	1:25	85
Lunch	11:25 AM	12:10 PM	0:45	45
Instruction	12:10 PM	1:15 PM	1:05	65
Total Hours/Minutes =			3:55	235

Conference Days Grade K			# of Days	10
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:15 AM	9:40 AM	1:25	85
Nutrition/Recess	9:40 AM	10:00 AM	0:20	20
Instruction	10:00 AM	12:15 PM	2:15	135
Total Hours/Minutes =			3:40	220

Special Minimum Days Grade K			# of Days	3
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:15 AM	9:40 AM	1:25	85
Nutrition/Recess	9:40 AM	10:00 AM	0:20	20
Instruction	10:00 AM	12:15 PM	2:15	135
Total Hours/Minutes =			3:40	220

Schedule Grades 4 - 5			# of Days	133
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:15 AM	10:25 AM	2:10	130
Nutrition/Recess	10:25 AM	10:45 AM	0:20	20
Instruction	10:45 AM	12:30 PM	1:45	105
Lunch	12:30 PM	1:15 PM	0:45	45
Instruction	1:15 PM	2:51 PM	1:36	96
Total Hours/Minutes =			5:31	331

Schedule Grades 1 - 3			# of Days	133
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:15 AM	10:00 AM	1:45	105
Nutrition/Recess	10:00 AM	10:20 AM	0:20	20
Instruction	10:20 AM	12:00 PM	1:40	100
Lunch	12:00 PM	12:45 PM	0:45	45
Instruction	12:45 PM	2:25 PM	1:40	100
Total Hours/Minutes =			5:05	305

Wednesday Early Release Grade 4 - 5			# of Days	34
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:15 AM	10:25 AM	2:10	130
Nutrition/Recess	10:25 AM	10:45 AM	0:20	20
Instruction	10:45 AM	12:35 PM	1:50	110
Total Hours/Minutes =			4:00	240

Wednesday Early Release Grade 1 - 3			# of Days	34
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:15 AM	10:00 AM	1:45	105
Nutrition/Recess	10:00 AM	10:20 AM	0:20	20
Instruction	10:20 AM	12:35 PM	2:15	135
Total Hours/Minutes =			4:00	240

Conference Days Grades 4 - 5			# of Days	10
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:15 AM	10:25 AM	2:10	130
Nutrition/Recess	10:25 AM	10:45 AM	0:20	20
Instruction	10:45 AM	12:15 PM	1:30	90
Total Hours/Minutes =			3:40	220

Conference Days Grades 1 - 3			# of Days	10
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:15 AM	10:00 AM	1:45	105
Nutrition/Recess	10:00 AM	10:20 AM	0:20	20
Instruction	10:20 AM	12:15 PM	1:55	115
Total Hours/Minutes =			3:40	220

Special Minimum Days Grades 4 & 5			# of Days	3
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:15 AM	10:25 AM	2:10	130
Nutrition/Recess	10:25 AM	10:45 AM	0:20	20
Instruction	10:45 AM	12:15 PM	1:30	90
Total Hours/Minutes =			3:40	220

Special Minimum Days Grades 1 - 3			# of Days	3
Period	Beg Time	End Time	Hours/Min	Minutes
Instruction	8:15 AM	10:00 AM	1:45	105
Nutrition/Recess	10:00 AM	10:20 AM	0:20	20
Instruction	10:20 AM	12:15 PM	1:55	115
Total Hours/Minutes =			3:40	220

Total Minutes Per Year					
Schedule	Minutes/day	No. of Days	Total Minutes	Total Minutes	Ed Code
August - June "Discovery" K Schedule	220	180	39,600	40,240	36,000
08.27.14 - 09.05.14 Grade K	220	5	1,100		
09.08.14 - 06.12.15 Grade K	235	116	27,260		
Wednesday Early + 12 Asses Days Grade K	220	46	10,120		
Conference Days Grade K	220	10	2,200		
Special Minimum Days Grade K	220	3	660		

Schedule	Minutes/day	No. of Days	Total Minutes	Total Minutes	Ed Code
Schedule Grades 1 - 3	305	133	40,565	51,585	50,400
Wednesday Early Release Grade 1 - 3	240	34	8,160		
Conference Days Grades 1 - 3	220	10	2,200		
Special Minimum Days Grades 1 - 3	220	3	660		
Schedule Grades 4 - 5	331	133	44,023	55,043	54,000
Wednesday Early Release Grade 4 - 5	240	34	8,160		
Conference Days Grades 4 - 5	220	10	2,200		
Special Minimum Days Grades 4 & 5	220	3	660		

Semester 1 - 90 total days Semester 2 - 90 total days
Not Instructional Minutes 180 Days of Instruction

Medea Creek Middle School

2013 - 2014 Instructional Minutes/Bell Schedule

Semester 1 – 90 total days with all periods

Semester 2 – 90 total days total of 4 minimum days 3 are for STAR testing in May & Last day of school in June

Regular Schedule Grade 6			# of Days	176
Period	Beg Time	End Time	Hours/Min	Minutes
1	8:23 AM	9:15 AM	0:52	52
P	9:15 AM	9:20 AM	0:05	5
2	9:20 AM	10:10 AM	0:50	50
Nutrition	10:10 AM	10:20 AM	0:10	10
P	10:20 AM	10:25 AM	0:05	5
3	10:25 AM	11:15 AM	0:50	50
Lunch	11:15 AM	11:55 AM	0:40	40
P	11:55 AM	12:00 PM	0:05	5
4	12:00 PM	12:50 PM	0:50	50
P	12:50 PM	12:55 PM	0:05	5
5	12:55 PM	1:45 PM	0:50	50
P	1:45 PM	1:50 PM	0:05	5
6	1:50 PM	2:40 PM	0:50	50
Total Hours/Minutes =			5:27	327

Regular Schedule Grade 7 & 8			# of Days	176
Period	Beg Time	End Time	Hours/Min	Minutes
1	8:23 AM	9:15 AM	0:52	52
P	9:15 AM	9:20 AM	0:05	5
2	9:20 AM	10:10 AM	0:50	50
Nutrition	10:10 AM	10:20 AM	0:10	10
P	10:20 AM	10:25 AM	0:05	5
3	10:25 AM	11:15 AM	0:50	50
P	11:15 AM	11:20 AM	0:05	5
4	11:20 AM	12:10 PM	0:50	50
Lunch	12:10 PM	12:50 PM	0:40	40
P	12:50 PM	12:55 PM	0:05	5
5	12:55 PM	1:45 PM	0:50	50
P	1:45 PM	1:50 PM	0:05	5
6	1:50 PM	2:40 PM	0:50	50
Total Hours/Minutes =			5:27	327

Minimum Day Schedule All Grades			# of Days	4
Period	Beg Time	End Time	Hours/Min	Minutes
1	8:23 AM	9:00 AM	0:37	37
P	9:00 AM	9:05 AM	0:05	5
2	9:05 AM	9:40 AM	0:35	35
P	9:40 AM	9:45 AM	0:05	5
3	9:45 AM	10:20 AM	0:35	35
Nutrition	10:20 AM	10:35 AM	0:15	15
P	10:35 AM	10:40 AM	0:05	5
4	10:40 AM	11:15 AM	0:35	35
P	11:15 AM	11:20 AM	0:05	5
5	11:20 AM	11:55 AM	0:35	35
P	11:55 AM	12:00 PM	0:05	5
6	12:00 PM	12:35 PM	0:35	35
Total Hours/Minutes =			3:57	237

Total Minutes Per Year in Periods 1-6*						
Schedule	Minutes/day	No. of Days	Total Minutes	OPUSD	Ed Code*	1986 Ed Code*
Regular Grade 6	327	176	57,552	58,500	54,000	56,536
Regular Grade 7	327	176	57,552			
Minimum Grade 6/7	237	4	948			
Regular Grade 8	327	175	57,225	58,410	54,000	56,536
Minimum Grade 8	237	5	1,185			
Total		180				

Not Instructional Minutes

Oak Park High School

2014 - 2015 Instructional Minutes/Bell Schedule

Semester 1 – 90 total days with periods 1-3-5 held 43 days and periods 2-4-6 held 43 days. Period 0 - 6 schedule to be held 1 day and 3 minimum days for finals are held at the end of the 1st semester to account for the total of 90 days.

Semester 2 – 90 total days with periods 1-3-5 held 41 days and periods 2-4-6 held 41 days. Period 1 - 6 schedule to be held 1 day, 4 minimum days are for Smarter Balanced testing in May and 3 minimum days for finals held at the end of the 2nd semester.

Regular Schedule			# of Days	136
Period	Beg Time	End Time	Hours/Min	Minutes
0	7:20 AM	8:20 AM	1:00	60
P	8:20 AM	8:30 AM	0:10	10
1/2	8:30 AM	10:05 AM	1:35	95
Nutrition	10:05 AM	10:15 AM	0:10	10
P	10:15 AM	10:25 AM	0:10	10
3/4	10:25 AM	12:05 PM	1:40	100
L	12:05 PM	12:40 PM	0:35	35
P	12:40 PM	12:50 PM	0:10	10
5/6	12:50 PM	2:25 PM	1:35	95
7 Support	2:25 PM	3:10 PM	0:45	45
Total Hours/Minutes =			6:20	380

Minimum Day Finals Schedule			# of Days	6
Period	Beg Time	End Time	Hours/Min	Minutes
0	7:30 AM	8:20 AM	0:50	50
P	8:20 AM	8:30 AM	0:10	10
Block 1	8:30 AM	10:10 AM	1:40	100
Nutrition	10:10 AM	10:20 AM	0:10	10
P	10:20 AM	10:30 AM	0:10	10
Block 2	10:30 AM	12:10 PM	1:40	100
Total Hours/Minutes =			4:30	270

All Periods Schedule 0-6			# of Days	1
Period	Beg Time	End Time	Hours/Min	Minutes
0	7:20 AM	8:20 AM	1:00	60
P	8:20 AM	8:30 AM	0:10	10
1	8:30 AM	9:12 AM	0:42	42
P	9:12 AM	9:22 AM	0:10	10
2	9:22 AM	10:04 AM	0:42	42
Nutrition	10:04 AM	10:14 AM	0:10	10
P	10:14 AM	10:24 AM	0:10	10
3	10:24 AM	11:14 AM	0:50	50
P	11:14 AM	11:24 AM	0:10	10
4	11:24 AM	12:06 PM	0:42	42
Lunch	12:06 PM	12:41 PM	0:35	35
P	12:41 PM	12:51 PM	0:10	10
5	12:51 PM	1:33 PM	0:42	42
P	1:33 PM	1:43 PM	0:10	10
6	1:43 PM	2:25 PM	0:42	42
7 Support	2:25 PM	3:10 PM	0:45	45
Total Hours/Minutes =			6:20	380

Staff Meeting Schedule			Mondays	# of Days	32
Period	Beg Time	End Time	Hours/Min	Minutes	
Meeting	7:30 AM	8:20 AM	0:50	50	
P	8:20 AM	8:30 AM	0:10	10	
1/2	8:30 AM	10:05 AM	1:35	95	
Nutrition	10:05 AM	10:15 AM	0:10	10	
P	10:15 AM	10:25 AM	0:10	10	
3/4	10:25 AM	12:05 PM	1:40	100	
Lunch	12:05 PM	12:40 PM	0:35	35	
P	12:40 PM	12:50 PM	0:10	10	
5/6	12:50 PM	2:25 PM	1:35	95	
7 Support	2:25 PM	3:10 PM	0:45	45	
No 0 Period on staff meeting days Total Hours/Min =			5:10	310	

All Periods Schedule 1-6			# of Days	1
Period	Beg Time	End Time	Hours/Min	Minutes
1	8:30 AM	9:12 AM	0:42	42
P	9:12 AM	9:22 AM	0:10	10
2	9:22 AM	10:04 AM	0:42	42
Nutrition	10:04 AM	10:14 AM	0:10	10
P	10:14 AM	10:24 AM	0:10	10
3	10:24 AM	11:14 AM	0:50	50
P	11:14 AM	11:24 AM	0:10	10
4	11:24 AM	12:06 PM	0:42	42
Lunch	12:06 PM	12:41 PM	0:35	35
P	12:41 PM	12:51 PM	0:10	10
5	12:51 PM	1:33 PM	0:42	42
P	1:33 PM	1:43 PM	0:10	10
6	1:43 PM	2:25 PM	0:42	42
7 Support	2:25 PM	3:10 PM	0:45	45
Total Hours/Minutes =			5:10	310

Minimum Day Smarter Bal Test Schedule			# of Days	4
Period	Beg Time	End Time	Hours/Min	Minutes
0	7:30 AM	8:20 AM	0:50	50
P	8:20 AM	8:30 AM	0:10	10
1/2	8:30 AM	10:10 AM	1:40	100
Nutrition	10:10 AM	10:20 AM	0:10	10
P	10:20 AM	10:30 AM	0:10	10
3/4	10:30 AM	12:10 PM	1:40	100
Total Hours/Minutes =			4:30	270

Total Minutes Per Year in Periods 0-6				
Schedule	Minutes/day	No. of Days	Total Minutes	Ed Code Minutes
Regular	380	136	51,680	
Meeting	310	32	9,920	
All Periods	380	1	380	
1-6 Periods	310	1	310	
Final Exam	270	6	1,620	
STAR Test	270	4	1,080	
Total		180	64,990	64,800

Semester 1 – 89 total days
 Semester 2 – 91 total days
Not Instructional Minutes
180 Days of Instruction

Oak View High School 2014 - 2015 Instructional Minutes/Bell Schedule

Regular Schedule			# of Days	136
Period	Beg Time	End Time	Hours/Min	Minutes
1*	8:35 AM	9:20 AM	0:45	45
P	9:20 AM	9:25 AM	0:05	5
2/3	9:25 AM	10:55 AM	1:30	90
Break	10:55 AM	11:15 AM	0:20	20
P	11:15 AM	11:20 AM	0:05	5
4/5	11:20 AM	12:50 PM	1:30	90
P	12:50 PM	12:55 PM	0:05	5
6 Elective	12:55 PM	1:40 PM	0:45	45
Total Hours/Minutes =			4:45	285

Staff Meeting Schedule Thursday's			# of Days	34
Period	Beg Time	End Time	Hours/Min	Minutes
Meeting	7:45 AM	9:25 AM	1:40	100
P	9:25 AM	9:30 AM	0:05	5
1*	9:35 AM	10:05 AM	0:30	30
P	10:05 AM	10:10 AM	0:05	5
2/3	10:10 AM	11:25 AM	1:15	75
Break	11:25 AM	11:45 AM	0:20	20
P	11:45 AM	11:50 AM	0:05	5
4/5	11:50 AM	1:05 PM	1:15	75
P	1:05 PM	1:10 PM	0:05	5
6 Elective	1:10 PM	1:40 PM	0:30	30
Late Start staff meeting days Total Hours/Min =			3:45	225

Minimum Day Final 6.10 & 6.12 Test Schedule			# of Days	2
Period	Beg Time	End Time	Hours/Min	Minutes
1*	8:35 AM	10:05 AM	1:30	90
Nutrition	10:05 AM	10:25 AM	0:20	20
P	10:25 AM	10:30 AM	0:05	5
2/3	10:30 AM	11:35 AM	1:05	65
Total Hours/Minutes =			2:40	160

Minimum Day SBAC Test Schedule (M,T,W,F)			# of Days	4
Period	Beg Time	End Time	Hours/Min	Minutes
1*	8:35 AM	10:00 AM	1:25	85
Break	10:00 AM	10:20 AM	0:20	20
P	10:20 AM	10:25 AM	0:05	5
1*	10:25 AM	12:00 PM	1:35	95
Total Hours/Minutes =			3:05	185

Minimum Day SBAC Test Schedule - (TH 5.7)			# of Days	1
Period	Beg Time	End Time	Hours/Min	Minutes
1*	9:35 AM	11:35 AM	2:00	120
Total Hours/Minutes =			2:00	120

Minimum Day Final 1.22.15 Test Schedule			# of Days	1
Period	Beg Time	End Time	Hours/Min	Minutes
4/5	9:35 AM	11:00 AM	1:25	85
Total Hours/Minutes =			1:25	85

Minimum Day Final 1.23.15 & Test Schedule			# of Days	1
Period	Beg Time	End Time	Hours/Min	Minutes
1*	8:35 AM	9:30 AM	0:55	55
Nutrition	9:30 AM	9:50 AM	0:20	20
P	9:50 AM	9:55 AM	0:05	5
2/3	9:55 AM	11:20 PM	13:25	805
Total Hours/Minutes =			14:25	865

Minimum Day Final Schedule (6.11)			# of Days	1
Period	Beg Time	End Time	Hours/Min	Minutes
1	9:35 AM	10:05 AM	0:30	30
P	10:05 AM	10:10 AM	0:05	5
2/3	10:10 AM	10:50 AM	0:40	40
P	10:50 AM	10:55 AM	0:05	5
4/5	10:55 AM	11:35 AM	0:40	40
Total Hours/Minutes =			2:00	120

Schedule	Minutes/day	No. of Days
Regular Schedule	285	136
Staff Meeting Schedule Thursday's	225	34
Minimum Day Final 1.23.15 & Test Schedule	865	1
Minimum Day Final 1.22.15 Test Schedule	85	1
Minimum Day SBAC Test Schedule (M,T,W,F)	185	4
Minimum Day SBAC Test Schedule - (TH 5.7)	120	1
Minimum Day Final 6.10 & 6.12 Test Schedule	160	2
Minimum Day Final Schedule (6.11)	120	1
Total		180

Total Minutes	Ed Code	Not Instructional Minutes
38,760		
7,650		
865		
85		
740		
120		
320		
120		
48,660	32,400	

Oak Park Neighborhood School

2014 - 2015 Instructional Minutes/Bell Schedule

Monday - Friday Schedule			# of Days	175
Period	Beg Time	End Time	Hours/Min	Minutes
Outside Play	9:00 AM	9:45 AM	0:45	45
Morning Meeting	9:45 AM	10:10 AM	0:25	25
Exploration Time	10:10 AM	11:20 AM	1:10	70
Clean - Up Time	11:20 AM	11:30 AM	0:10	10
Morning Meeting - Discussion	11:30 AM	11:55 AM	0:25	25
Line Up - Bathroom	11:55 AM	12:00 PM	0:05	5
Lunch Time	12:00 PM	12:45 PM	0:45	45
Line Up - Bathroom	12:45 PM	12:50 PM	0:05	5
Afternoon Meeting	12:50 PM	1:00 PM	0:10	10
Total Hours/Minutes =			3:15	195

Monday, Wednesday, Friday Schedule			# of Days	103
Period	Beg Time	End Time	Hours/Min	Minutes
Outside Play	9:00 AM	9:45 AM	0:45	45
Morning Meeting	9:45 AM	10:10 AM	0:25	25
Exploration Time	10:10 AM	11:20 AM	1:10	70
Clean - Up Time	11:20 AM	11:30 AM	0:10	10
Morning Meeting - Discussion	11:30 AM	11:55 AM	0:25	25
Line Up - Bathroom	11:55 AM	12:00 PM	0:05	5
Lunch Time	12:00 PM	12:45 PM	0:45	45
Line Up - Bathroom	12:45 PM	12:50 PM	0:05	5
Afternoon Meeting	12:50 PM	1:00 PM	0:10	10
Total Hours/Minutes =			3:15	195

Tuesday, Thursday Schedule			# of Days	72
Period	Beg Time	End Time	Hours/Min	Minutes
Outside Play	9:00 AM	9:45 AM	0:45	45
Morning Meeting	9:45 AM	10:10 AM	0:25	25
Exploration Time	10:10 AM	11:20 AM	1:10	70
Clean - Up Time	11:20 AM	11:30 AM	0:10	10
Morning Meeting - Discussion	11:30 AM	11:55 AM	0:25	25
Line Up - Bathroom	11:55 AM	12:00 PM	0:05	5
Lunch Time	12:00 PM	12:45 PM	0:45	45
Line Up - Bathroom	12:45 PM	12:50 PM	0:05	5
Afternoon Meeting	12:50 PM	1:00 PM	0:10	10
Total Hours/Minutes =			3:15	195

Total Minutes Per Year			
Schedule	Minutes/day	No. of Days	Total Minutes
Monday - Friday Schedule	195	175	34,125
Monday, Wednesday, Friday Schedule	195	103	20,085
Tuesday, Thursday Schedule	195	72	14,040

Not Instructional Minutes

- Semester 1 – 87 total days Monday - Friday
- Semester 2 – 88 total days Monday - Friday

TO: MEMBERS, BOARD OF EDUCATION
FROM: ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 17, 2014
SUBJECT: C.2.a. RECEIVE AND APPROVE DISTRICT OF CHOICE REPORTING REQUIREMENTS

ACTION

ISSUE: The board will receive a report from staff related to the mandated reporting requirements set forth in Education Code 48313 for all District of Choice districts.

BACKGROUND: Education Code 48313 establishes specific reporting requirements for all districts who accept students through the District of Choice program. This report summarizes the students enrolled into Oak Park for the current school year and is normally submitted to the local governing board at the May or June board meeting each year. Following the board’s review, this information is then disseminated to local adjoining districts, the county office of education, the State Superintendent and the Department of Finance. The Education Code requires that the report show the number of requests into the district, the number granted, denied or withdrawn (and the reasons for denials), the number of pupils transferred into and out of the district, the race, ethnicity, gender, self-reported socioeconomic status, and the school district of residence of the transfers. In addition, the district is required to submit to adjoining districts information regarding the district’s status as a school district of choice for the upcoming school year.

Staff will review with the board the data for the 2013-2014 school year and address any questions related to the information presented.

- ALTERNATIVES:**
1. Approve the District of Choice Summary Report to adjoining districts
 2. Do not approve the District of Choice Summary Report to adjoining districts.

RECOMMENDATION: Alternative #1.

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

Prepared by: Clifford E. Moore

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

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JUNE 17, 2014

SUBJECT: C.2.b. APPROVE FILING A NOTICE OF EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) FOR THE RELOCATION OF PORTABLES FROM OAK PARK HIGH SCHOOL TO OAK PARK INDEPENDENT SCHOOL

ACTION

ISSUE: Shall the Board approve the filing of a Notice of Exemption ("NOE") from the California Environmental Quality Act ("CEQA") for the relocation of portables from Oak Park High School to Oak Park Independent School?

BACKGROUND: The District decided to relocate five relocatable classroom buildings from Oak Park High School to Oak Park Independent School for use by the Independent School. In its initial CEQA review of this move, the District determined the project is categorically exempt from further CEQA review pursuant to Titles 3 and 14 of the CEQA Guidelines, which exempt conversions of small structures and minor additions to schools, respectively. The District will file a Notice of Exemption with the County of Ventura to record its actions.

ALTERNATIVES:

1. Approve the filing of a Notice of Exemption for this project.
2. Do not approve the filing of a Notice of Exemption

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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

NOTICE OF EXEMPTION

DRAFT

TO: County Clerk
Ventura County
800 Victoria Avenue
Ventura, CA 93009

FROM: Oak Park Unified School District
5801 East Conifer Street
Oak Park, CA 91377

PROJECT TITLE: Oak Park Independent School Portable Relocation

PROJECT LOCATION: 5801 East Conifer Street
Oak Park, CA 91377

DESCRIPTION OF NATURE, PURPOSE AND BENEFICIARIES OF PROJECT:
Relocation of five (5) portable classrooms from Oak Park High School campus to Oak Park Independent School campus.

NAME OF PUBLIC AGENCY APPROVING PROJECT: Oak Park Unified School District

NAME OF PERSON OR AGENCY CARRYING OUT PROJECT: Oak Park Unified School District

EXEMPT STATUS: The District has determined that the project is categorically exempt from CEQA under Classes 3 and 14, Title 14 of Cal. Code Regs. §§ 15303 and 15314.

REASON PROJECT IS EXEMPT:

Class 3 exemption consists of the conversion of existing small structures from one use to another. The Oak Park Independent School Portable Relocation project ("Project") will involve the conversion of small structures from their use Oak Park High School to use at Oak Park Independent School.

Class 14 exemption consists of minor additions to existing schools within existing school grounds where the addition does not increase original student capacity by more than twenty-five (25) percent or ten (10) classrooms, whichever is less. The Oak Park Independent School Portable Relocation project involves a minor addition to an existing school of five (5) classrooms, and will not result in capacity increasing by more than twenty-five (25) percent at any given time. Thus, under 14 Cal. Code Regs. §§ 15303 and 15314, the Project is exempt.

CONTACT PERSON: Martin Klauss, Assistant Superintendent, Business Services
Phone: (818) 735-3524

Signature: _____ **Date:** _____

The Notice of Exemption has been filed by the public agency approving the project.

DATE RECEIVED FOR FILING: _____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 17, 2014
**SUBJECT: C.2.c. APPROVE MITIGATION PLAN FOR OAK PARK
 INDEPENDENT SCHOOL RELOCATABLE CLASSROOM
 INSTALLATION**

ACTION

ISSUE: Shall the Board approve a mitigation plan for the Oak Park Independent School relocatable classroom installation?

BACKGROUND: At its meeting on May 20, 2014, the Board approved the placement of five relocatable classrooms on the Oak View/District Office site to serve the Oak Park Independent School. In approving the project, the Board directed staff to work with the surrounding community to develop a plan to mitigate any effects the project might have relative to traffic, parking, noise, and appearance. Work on the plan was in progress as this agenda was going to press. It is anticipated that the plan will be presented for the Board’s review, comment, and action at this evening’s meeting.

ALTERNATIVES:

1. Approve the proposed mitigation plan for the Oak Park Independent School relocatable classroom installation as presented.
2. Provide direction to staff to modify or revise the proposed mitigation plan

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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 17, 2014
SUBJECT: C.2.d. APPROVE FINAL LEASE-LEASE BACK AGREEMENT FOR PROJECT 14-25R, CLASSROOM REPLACEMENT PROJECT AT OAK PARK HIGH SCHOOL

ACTION

ISSUE: Shall the Board of Education approve the final lease-lease back agreement with Balfour Beatty Construction, Inc. for Project 14-25R, Classroom Replacement Project at Oak Park High School?

BACKGROUND: At its meeting on March 25, 2014, the Board approved an interim lease-lease back agreement with Balfour Beatty Construction, Inc. (BBC) for Project 14-25R, Classroom Replacement Project at Oak Park High School the Measure R Master Plan 2014 Update, pending finalization of the guaranteed maximum price (GMP). At this evening’s meeting, the Board is asked to approve the final lease-lease back agreement with BBC specifying the GMP. Details of the final agreement were being completed as this agenda was going to press, which will be forwarded to the Board in advance of this evening’s meeting.

- ALTERNATIVES:**
1. Approve the final lease-lease back agreement with Balfour Beatty Construction, Inc., for Project 14-25R, Classroom Replacement Project at Oak Park High School as recommended
 2. Do not approve the final lease-lease back agreement.

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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 17, 2014
SUBJECT: C.2.e APPROVE RESOLUTION NO. 14-13: APPROVAL OF FINDINGS PURSUANT TO GOVERNMENT CODE 4217.12; APPROVAL OF SOLAR POWER DESIGN/BUILD CONTRACT WITH SK SOLAR INC.

ACTION

ISSUE: Shall the Board adopt Resolution 14-13, approving findings pursuant to Government Code 4217.12, and approving a solar power design/build contract with SK Solar, Inc.?

BACKGROUND: Under the Solar Power Design/Build Contract ("Solar Agreement"), SK Solar, Inc. will design, construct and install a photovoltaic system ("Solar Facility") to be located on the Oak Park High School site. The District will own the Solar Facility and will benefit from long term energy savings resulting from lower cost energy generated by the Solar Facility. In addition, as the owner of the Solar Facility, the District will benefit from available environmental incentives, including rebates, credits, reductions, offsets, and entitlements of any kind.

District staff recommends approval of the Solar Agreement in substantially the same form as presented, subject to minor revisions during the finalization of the documents that may be necessary to effect the intent of the parties, but which will not materially alter the terms of the Agreement presented to the Board. Project findings and final contract details were in progress as this agenda was going to press and will be made available as soon as possible prior to this evening's meeting.

ALTERNATIVES:

1. Adopt Resolution 14-13, approving findings pursuant to Government Code 4217.12, and approving a solar power design/build contract with SK Solar, Inc.
2. Do not adopt Resolution 14-13

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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____

Student Rep

OAK PARK UNIFIED SCHOOL DISTRICT

RESOLUTION #14-13

**APPROVAL OF SOLAR ENERGY FINDINGS AND
ENGINEERING, CONSTRUCTION AND PROCUREMENT AGREEMENT
WITH SK SOLAR, INC.**

WHEREAS, the Oak Park Unified School District's ("District") governing board ("Board") has endorsed the goal of sustainable operations and directed staff to develop energy efficient projects for existing school sites;

WHEREAS, the California legislature seeks to encourage the implementation of energy projects at public facilities through legislation designed to provide the greatest possible flexibility to public agencies in structuring agreements for alternative energy projects (Government Code sections 4217.10 et seq. and 5659.4 et seq.);

WHEREAS, Section 4217.12(a) of the California Government Code authorizes the Board to enter into a contract for design and construction of solar facilities on terms the Board determines are in the best interests of the District if it finds that the anticipated cost of the solar facilities will be less than the anticipated cost of energy that would have been purchased by the District in the absence of such facilities;

WHEREAS, the environmental benefits of this project are significant and will reduce the District's carbon footprint while reducing the District's costs and providing educational opportunities for District students to receive an educational understanding of alternative energy;

WHEREAS, SK Solar, Inc. ("SK Solar") proposed an agreement, a copy of which is attached hereto as Exhibit A ("Agreement"), under which SK Solar will construct and install photovoltaic systems on selected District sites ("Solar Facilities") and District will own the Solar Facilities, benefitting from energy savings, all environmental incentives, including rebates, credits, reductions, offsets, and entitlements of any kind;

WHEREAS, on June 17, 2014, pursuant to Government Code section 4217.12(a), the Board heard public comment on the project, considered details of the Agreement and determined it is in the best interests of the District to retain SK Solar to design, construct and install the Solar Facilities in selected District sites pursuant to the terms and conditions of the Agreement;

NOW THEREFORE, BE IT RESOLVED that the Board received public comment on the proposed Solar Facilities at its regularly scheduled meeting prior to voting on this Resolution.

BE IT FURTHER RESOLVED that based on staff and consultant reports, public comment and the administrative record as a whole, and pursuant to Government Code section 4217.12, the Board finds that the anticipated cost to the District for SK Solar to construct and install the Solar Facilities at selected District sites pursuant to the Agreement is projected to be less than the anticipated cost to the District of energy that would have been purchased by the District in the absence of the Solar Facilities; and

BE IT FURTHER RESOLVED that the Board finds it is in the best interests of the District to enter into the Agreement and hereby approves the Agreement, attached as Exhibit A; and

BE IT FURTHER RESOLVED that the Superintendent or his designee is authorized to enter into the Agreement on behalf of the District and to take all steps and perform all actions necessary to execute and implement the Agreement and to take any actions deemed necessary to best protect the interests of the District.

BE IT FURTHER RESOLVED that the Superintendent or his designee is authorized to order individual change orders to public construction contracts up to the maximum amounts permitted under Section 20142 of the Public Contract Code. Such authorization shall not extend to authorize change orders in excess of the amount budgeted by the District (i.e., available funding sources) for the project.

Passed and adopted by the Board of Trustees of the Oak Park Unified School District, Ventura County, California, on June 17, 2014 at a duly noticed, regularly scheduled meeting by the following vote:

AYES:
NOS:
ABSTAIN:
ABSENT:

I, Anthony W. Knight, Superintendent of the Oak Park Unified School District, hereby certify that the foregoing is a full, true and correct copy of the Resolution adopted by the Board of Trustees on June 17, 2014.

Date: _____

Anthony W. Knight, Ed.D.
District Superintendent and
Secretary to the Board of Education

Certified a True Copy:

Clerk, Board of Trustees
Oak Park Unified School District

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 17, 2014
SUBJECT: C.2.f. APPROVE 2014-15 EMPLOYEE HEALTH BENEFIT PLANS

ACTION

ISSUE: Shall the Board accept the recommendation of the District’s Health Benefit Committee for 2014-15 employee medical, dental, and vision insurance coverage?

BACKGROUND: At the end of May, the District’s current health care provider, California’s Valued Trust (CVT) announced its rates for the 2014-15 plan year. The District’s current coverage offers a choice of nine medical plans, including seven Anthem Blue Cross PPO plans and three Kaiser plans, as well as Delta Dental and VSP Vision plans. The new rates include average increases of 12% for Blue Cross PPO plans and 0.6% for Kaiser HMO plans. The rates for the VSP vision plan increased by 2.9%, while the Delta Dental plans decreased by 2.7%. As this agenda was going to press, the Health Benefits Committee, comprised of two employees each from OPTA, OPCA, and District administration, was meeting to review and consider the employee medical, vision and dental plan rates for the 2014-15 school year. It is anticipated that the Committee’s recommendation will be forwarded to the Board in advance of this evening’s meeting.

- ALTERNATIVES:**
1. Accept the Health Benefits Committee recommendation and approve contracts with California’s Valued Trust for the 2014-15 school year.
 2. Do not accept the Health Benefits Committee recommendation.

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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 17, 2014
SUBJECT: C.2.g. APPROVE THE 2014-15 OAK PARK UNIFIED SCHOOL DISTRICT LOCAL CONTROL AND ACCOUNTABILITY PLAN

ACTION

ISSUE: Shall the Board approve the 2014-15 Oak Park Unified School District Local Control and Accountability Plan?

BACKGROUND: Effective with the State’s 2013-14 adopted budget, the existing K-12 finance system was replaced with the new Local Control Funding Formula (LCFF), which now includes base, supplemental, and concentration grants as the basis for school funding.

As part of shift to LCFF, school districts and County Offices of Education are required to develop, adopt, and annually update a three-year Local Control and Accountability Plan (LCAP), beginning on July 1, 2014, using a form adopted by the California State Board of Education (SBE). The LCAP identifies how districts and County Offices of Education address the State’s priorities and metrics, and how expenditures are made in accordance with statutes.

The 2014-15 Oak Park Unified School District LCAP has been developed with the input from diverse groups of stakeholders. In conformance with Education Code 52062, a public hearing to solicit the recommendations and comments of the public regarding the proposed LCAP was held at the June 3, 2014 Board meeting.

- RECOMMENDATION:**
1. Approve the 2014-15 Oak Park Unified School District Local Control and Accountability Plan.
 2. Do not approve the 2014-15 Oak Park Unified School District Local Control and Accountability Plan.

Prepared by: Dr. Leslie Heilbron, Assistant Superintendent, Human Resources and Curriculum
 Barbara Dickerson, Director, Fiscal Services
 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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

§ 15497. Local Control and Accountability Plan and Annual Update Template.

Introduction:

LEA: OAK PARK UNIFIED SCHOOL DISTRICT Contact: Leslie Heilbron, Assistant Superintendent, Human Resources,
lheilbron@oakparkusd.org, 818-735-3226 LCAP Year: 2014-15

Local Control and Accountability Plan and Annual Update Template

The Local Control and Accountability Plan (LCAP) and annual update template shall be used to provide details regarding local educational agencies' (LEAs) actions and expenditures to support pupil outcomes and overall performance pursuant to Education Code sections 52060, 52066, 47605, 47605.5, and 47606.5.

For school districts, pursuant to Education Code section 52060, the LCAP must describe, for the school district and each school within the district, goals and specific actions to achieve those goals for all pupils and each subgroup of pupils identified in Education Code section 52052, including pupils with disabilities, for each of the state priorities and any locally identified priorities.

For county offices of education, pursuant to Education Code section 52066, the LCAP must describe, for each county office of education-operated school and program, goals and specific actions to achieve those goals for all pupils and each subgroup of pupils identified in Education Code section 52052, including pupils with disabilities, who are funded through the county office of education Local Control Funding Formula as identified in Education Code section 2574 (pupils attending juvenile court schools, on probation or parole, or mandatorily expelled) for each of the state priorities and any locally identified priorities. School districts and county offices of education may additionally coordinate and describe in their LCAPs services provided to pupils funded by a school district but attending county-operated schools and programs, including special education programs.

Charter schools, pursuant to Education Code sections 47605, 47605.5, and 47606.5, must describe goals and specific actions to achieve those goals for all pupils and each subgroup of pupils identified in Education Code section 52052, including pupils with disabilities, for each of the state priorities as applicable and any locally identified priorities. For charter schools, the inclusion and description of goals for state priorities in the LCAP may be modified to meet the grade levels served and the nature of the programs provided, including modifications to reflect only the statutory requirements explicitly applicable to charter schools in the Education Code.

The LCAP is intended to be a comprehensive planning tool. LEAs may reference and describe actions and expenditures in other plans and funded by a variety of other fund sources when detailing goals, actions, and expenditures related to the state and local priorities. LCAPs must be consistent with school plans submitted pursuant to Education Code section 64001. The information contained in the LCAP, or annual update, may

be supplemented by information contained in other plans (including the LEA plan pursuant to Section 1112 of Subpart 1 of Part A of Title I of Public Law 107-110) that are incorporated or referenced as relevant in this document.

For each section of the template, LEAs should comply with instructions and use the guiding questions as prompts (but not limits) for completing the information as required by statute. Guiding questions do not require separate narrative responses. Data referenced in the LCAP must be consistent with the school accountability report card where appropriate. LEAs may resize pages or attach additional pages as necessary to facilitate completion of the LCAP.

State Priorities

The state priorities listed in Education Code sections 52060 and 52066 can be categorized as specified below for planning purposes, however, school districts and county offices of education must address each of the state priorities in their LCAP. Charter schools must address the priorities in Education Code section 52060(d) that apply to the grade levels served, or the nature of the program operated, by the charter school.

A. Conditions of Learning:

Basic: degree to which teachers are appropriately assigned pursuant to Education Code section 44258.9, and fully credentialed in the subject areas and for the pupils they are teaching; pupils have access to standards-aligned instructional materials pursuant to Education Code section 60119; and school facilities are maintained in good repair pursuant to Education Code section 17002(d). (Priority 1)

Implementation of State Standards: implementation of academic content and performance standards adopted by the state board for all pupils, including English learners. (Priority 2)

Course access: pupil enrollment in a broad course of study that includes all of the subject areas described in Education Code section 51210 and subdivisions (a) to (i), inclusive, of Section 51220, as applicable. (Priority 7)

Expelled pupils (for county offices of education only): coordination of instruction of expelled pupils pursuant to Education Code section 48926. (Priority 9)

Foster youth (for county offices of education only): coordination of services, including working with the county child welfare agency to share information, responding to the needs of the juvenile court system, and ensuring transfer of health and education records. (Priority 10)

B. Pupil Outcomes:

Pupil achievement: performance on standardized tests, score on Academic Performance Index, share of pupils that are college and career ready, share of English learners that become English proficient, English learner reclassification rate, share of pupils that pass Advanced Placement exams with 3 or higher, share of pupils determined prepared for college by the Early Assessment Program. (Priority 4)

Other pupil outcomes: *pupil outcomes in the subject areas described in Education Code section 51210 and subdivisions (a) to (l), inclusive, of Education Code section 51220, as applicable. (Priority 8)*

C. Engagement:

Parent involvement: *efforts to seek parent input in decision making, promotion of parent participation in programs for unduplicated pupils and special need subgroups. (Priority 3)*

Pupil engagement: *school attendance rates, chronic absenteeism rates, middle school dropout rates, high school dropout rates, high school graduations rates. (Priority 5)*

School climate: *pupil suspension rates, pupil expulsion rates, other local measures including surveys of pupils, parents and teachers on the sense of safety and school connectedness. (Priority 6)*

Section 1: Stakeholder Engagement

Meaningful engagement of parents, pupils, and other stakeholders, including those representing the subgroups identified in Education Code section 52052, is critical to the LCAP and budget process. Education Code sections 52062 and 52063 specify the minimum requirements for school districts; Education Code sections 52068 and 52069 specify the minimum requirements for county offices of education, and Education Code section 47606.5 specifies the minimum requirements for charter schools. In addition, Education Code section 48985 specifies the requirements for translation of documents.

Instructions: Describe the process used to engage parents, pupils, and the community and how this engagement contributed to development of the LCAP or annual update. Note that the LEA's goals related to the state priority of parental involvement are to be described separately in Section 2, and the related actions and expenditures are to be described in Section 3.

Guiding Questions:

- 1) How have parents, community members, pupils, local bargaining units, and other stakeholders (e.g., LEA personnel, county child welfare agencies, county office of education foster youth services programs, court-appointed special advocates, foster youth, foster parents, education rights holders and other foster youth stakeholders, English learner parents, community organizations representing English learners, and others as appropriate) been engaged and involved in developing, reviewing, and supporting implementation of the LCAP?
- 2) How have stakeholders been included in the LEA's process in a timely manner to allow for engagement in the development of the LCAP?

- 3) What information (e.g., quantitative and qualitative data/metrics) was made available to stakeholders related to the state priorities and used by the LEA to inform the LCAP goal setting process?
- 4) What changes, if any, were made in the LCAP prior to adoption as a result of written comments or other feedback received by the LEA through any of the LEA's engagement processes?
- 5) What specific actions were taken to meet statutory requirements for stakeholder engagement pursuant to Education Code sections 52062, 52068, and 47606.5, including engagement with representative parents of pupils identified in Education Code section 42238.01?
- 6) In the annual update, how has the involvement of these stakeholders supported improved outcomes for pupils related to the state priorities?

Involvement Process	Impact on LCAP
<ul style="list-style-type: none"> • Email sent to all community stakeholders inviting participation in District LCAP development. • On April 10, 2014, the first meeting of the District's LCAP Committee was held. The Committee is comprised of representatives from district advisory committees for English Language Learners (DELAC, ELAC), Special Education (SEAC), Parent Advisory Committee (PAC), community members representing low income and foster youth. Also participating were district and site administrators, board members, employee unions OPTA, OPCA, parent representatives from all school sites. Agenda items included overview of LCFF and LCAP requirements. Work accomplished included a draft of preliminary goals, and development of a survey to be sent to all community stakeholders. • Survey posted on district website April 14-27, all call-email was sent to stakeholders inviting survey response; 757 response were received. • April 29 Second LCAP Committee meeting – review of survey results; representatives provided anecdotal feedback from their respective constituencies regarding survey and draft goals. Committee finalized goals for inclusion in LCAP • Draft LCAP Report made available on District website May 30, 2014; Superintendent provides responses within 7 days. • Public hearing for LCAP at board meeting on June 3, 2014. • LCAP adoption at board meeting on June 17, 2014 	<p>Survey results from 757 respondents found the top five priorities as: (1) Authentic Learning; (2) Differentiation; (3) STEM (Science, Technology, Engineering, and Math); (4) Technology; (5) Project Based Learning. Among respondents with Elementary-age children, the top five priorities were the same, with STEM and Differentiation trading places as number two and three. Respondents with Middle School-age children selected the same top five priorities as the overall respondents. Those respondents with High School-age children listed the same top four priorities as the overall respondents. However, their number five priority was Counseling. Community members with no children in school responded with the same top four priorities, but listed Well Being as their number five choice.</p> <p>Once the survey results and the committee input was quantified, four District goals were developed:</p> <ol style="list-style-type: none"> 1). Common Core Implementation 2). Student Health, Safety, and Well Being 3). Support and Intervention 4). Facilities that Support Learning

Section 2: Goals and Progress Indicators

For school districts, Education Code sections 52060 and 52061, for county offices of education, Education Code sections 52066 and 52067, and for charter schools, Education Code section 47606.5 require(s) the LCAP to include a description of the annual goals, for all pupils and each subgroup of pupils, for each state priority and any local priorities and require the annual update to include a review of progress towards the goals and describe any changes to the goals.

Instructions: Describe annual goals and expected and actual progress toward meeting goals. This section must include specifics projected for the applicable term of the LCAP, and in each annual update year, a review of progress made in the past fiscal year based on an identified metric. Charter schools may adjust the chart below to align with the term of the charter school's budget that is submitted to the school's authorizer pursuant to Education Code section 47604.33. The metrics may be quantitative or qualitative, although LEAs must, at minimum, use the specific metrics that statute explicitly references as required elements for measuring progress within a particular state priority area. Goals must address each of the state priorities and any additional local priorities; however, one goal may address multiple priorities. The LEA may identify which school sites and subgroups have the same goals, and group and describe those goals together. The LEA may also indicate those goals that are not applicable to a specific subgroup or school site. The goals must reflect outcomes for all pupils and include specific goals for school sites and specific subgroups, including pupils with disabilities, both at the LEA level and, where applicable, at the school site level. To facilitate alignment between the LCAP and school plans, the LCAP shall identify and incorporate school-specific goals related to the state and local priorities from the school plans submitted pursuant to Education Code section 64001. Furthermore, the LCAP should be shared with, and input requested from, school site-level advisory groups (e.g., school site councils, English Learner Advisory Councils, pupil advisory groups, etc.) to facilitate alignment between school-site and district-level goals and actions. An LEA may incorporate or reference actions described in other plans that are being undertaken to meet the goal.

Guiding Questions:

- 1) What are the LEA's goal(s) to address state priorities related to "Conditions of Learning"?
- 2) What are the LEA's goal(s) to address state priorities related to "Pupil Outcomes"?
- 3) What are the LEA's goal(s) to address state priorities related to "Engagement" (e.g., pupil and parent)?
- 4) What are the LEA's goal(s) to address locally-identified priorities?
- 5) How have the unique needs of individual school sites been evaluated to inform the development of meaningful district and/or individual school site goals (e.g., input from site level advisory groups, staff, parents, community, pupils; review of school level plans; in-depth school level data analysis, etc.)?

- 6) What are the unique goals for subgroups as defined in Education Code sections 42238.01 and 52052 that are different from the LEA's goals for all pupils?
- 7) What are the specific predicted outcomes/metrics/noticeable changes associated with each of the goals annually and over the term of the LCAP?
- 8) What information (e.g., quantitative and qualitative data/metrics) was considered/reviewed to develop goals to address each state or local priority and/or to review progress toward goals in the annual update?
- 9) What information was considered/reviewed for individual school sites?
- 10) What information was considered/reviewed for subgroups identified in Education Code section 52052?
- 11) In the annual update, what changes/progress have been realized and how do these compare to changes/progress predicted? What modifications are being made to the LCAP as a result of this comparison?

Identified Need and Metric (What needs have been identified and what metrics are used to measure progress?)	Goals			Annual Update: Analysis of Progress	What will be different/improved for students? (based on identified metric)			Related State and Local Priorities (Identify specific state priority. For districts and COEs, all priorities in statute must be included and identified; each goal may be linked to more than one priority if appropriate.)
	Description of Goal	Applicable Pupil Subgroups (Identify applicable subgroups (as defined in EC 52052) or indicate "all" for all pupils.)	School(s) Affected (Indicate "all" if the goal applies to all schools in the LEA, or alternatively, all high schools, for example.)		LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17	
NEED: Common Core State Standards (CCSS) Implementation	GOAL 1: Common Core State Standards (CCSS) Support teachers in the full	All	All	NOT APPLICABLE				1, 2, 4,

Identified Need and Metric (What needs have been identified and what metrics are used to measure progress?)	Goals			Annual Update: Analysis of Progress	What will be different/improved for students? (based on identified metric)			Related State and Local Priorities (Identify specific state priority. For districts and COEs, all priorities in statute must be included and identified; each goal may be linked to more than one priority if appropriate.)
	Description of Goal	Applicable Pupil Subgroups (Identify applicable subgroups as defined in EC 52052) or indicate "all" for all pupils.)	School(s) Affected (Indicate "all" if the goal applies to all schools in the LEA, or alternatively, all high schools, for example.)		LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17	
	implementation of the Common Core State Standards (CCSS) and the Next Generation Science Standards (NGSS)							
Metrics: 1A Rate teachers are assigned and credentialed appropriately for students they teach					1A Improve by .5%	1A Improve by additional .5%	1A Maintain 1% improvement	1
1B Student access to standards-aligned instructional materials					1B Textbook pilot and adoption (math, language arts) to support	1B Textbook adoption (math, language arts, science) to support CCSS	1B Textbook adoption (math, language arts, science) to support CCSS	1

Identified Need and Metric (What needs have been identified and what metrics are used to measure progress?)	Goals			Annual Update: Analysis of Progress	What will be different/improved for students? (based on identified metric)			Related State and Local Priorities (Identify specific state priority. For districts and COEs, all priorities in statute must be included and identified; each goal may be linked to more than one priority if appropriate.)
	Description of Goal	Applicable Pupil Subgroups (Identify applicable subgroups (as defined in EC 52052) or indicate "all" for all pupils.)	School(s) Affected (Indicate "all" if the goal applies to all schools in the LEA, or alternatively, all high schools, for example.)		LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17	
					CCSS implementation	implementation	implementation	
1C Implementation of CCSS for all students, including EL					1C Professional Development to support CCSS implementation; begin implementation of Next Generation Science standards	1C Professional Development to support CCSS implementation; continue implementation of Next Generation Science standards	1C Professional Development to support CCSS implementation; full implementation of Next Generation Science standards	2
1D Performance on standardized tests					1D Technology to align with Smarter Balance testing requirements; Typing Boot	1D Technology to align with Smarter Balance testing requirements; Typing Boot	1D Technology to align with Smarter Balance testing requirements; Typing Boot	4

Identified Need and Metric (What needs have been identified and what metrics are used to measure progress?)	Goals			Annual Update: Analysis of Progress	What will be different/improved for students? (based on identified metric)			Related State and Local Priorities (Identify specific state priority. For districts and COEs, all priorities in statute must be included and identified; each goal may be linked to more than one priority if appropriate.)	
	Description of Goal	Applicable Pupil Subgroups (Identify applicable subgroups (as defined in EC 52052) or indicate "all" for all pupils.)	School(s) Affected (Indicate "all" if the goal applies to all schools in the LEA, or alternatively, all high schools, for example.)		LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17		Camp
1E Score on API					Camp	Camp	Camp	4	
1F Share of students that are college and career ready					1E NOT APPLICABLE	1F Increase percentage of high school graduates with UC/CSU required courses from 61.4% to 62.2%	1F Increase percentage of high school graduates with UC/CSU required courses from 62.2% to 63%	1F Increase percentage of high school graduates with UC/CSU required courses from 63% to 63.5%	4
1G Share of students that pass Advanced Placement exams with 3 or higher					1G Maintain current level of 88%	1G Maintain current level of 88%	1G Maintain current level of 88%	4	
1H Share of students					1H Increase percentage of	1H Increase percentage of	1H Increase percentage of	4	

Identified Need and Metric (What needs have been identified and what metrics are used to measure progress?)	Goals			Annual Update: Analysis of Progress	What will be different/improved for students? (based on identified metric)			Related State and Local Priorities (Identify specific state priority. For districts and COEs, all priorities in statute must be included and identified; each goal may be linked to more than one priority if appropriate.)
	Description of Goal	Applicable Pupil Subgroups (Identify applicable subgroups (as defined in EC 52052) or indicate "all" for all pupils.)	School(s) Affected (Indicate "all" if the goal applies to all schools in the LEA, or alternatively, all high schools, for example.)		LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17	
determined prepared for college by the Early Assessment Program					students determined ready for college by the Early Assessment Program from 45% to 47% in ELA, and from 21% to 25% in Math	students determined ready for college by the Early Assessment Program from 47% to 49% in ELA, and from 25% to 27% in Math	students determined ready for college by the Early Assessment Program from 49% to 50% in ELA, and from 27% to 29% in Math	
1 Teacher surveys					1H Smaller class sizes for Discovery Kindergarten (Transitional Kindergarten) and Kindergarten (DK-K); and additional Instructional Aides to	1H Smaller class sizes for Discovery Kindergarten through Grade 1 (DK-1); and additional Instructional Aides to support authentic learning and	1H Smaller class sizes for Discovery Kindergarten through Grade 2 (DK-2); and additional Instructional Aides to support authentic learning and	2

Identified Need and Metric (What needs have been identified and what metrics are used to measure progress?)	Goals			Annual Update: Analysis of Progress	What will be different/improved for students? (based on identified metric)			Related State and Local Priorities (Identify specific state priority. For districts and COEs, all priorities in statute must be included and identified; each goal may be linked to more than one priority if appropriate.)
	Description of Goal	Applicable Pupil Subgroups (Identify applicable subgroups (as defined in EC 52052) or indicate "all" for all pupils.)	School(s) Affected (Indicate "all" if the goal applies to all schools in the LEA, or alternatively, all high schools, for example.)		LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17	
NEED: Ensure Student Health, Safety, & Well Being Support and Improve the health, safety, & well being of all students	GOAL 2 - Student Health, Safety, & Well Being	All	All	NOT APPLICABLE	support authentic learning and differentiated instruction	differentiated instruction	differentiated instruction	5, 6
Metrics:								
<u>2A</u> School attendance rates					<u>2A</u> Move toward historical attendance ratio of 97%	<u>2A</u> Achieve historical attendance ratio of 97%	<u>2A</u> Maintain historical attendance ratio of 97%	5
<u>2B</u> Chronic absenteeism					<u>2B</u> Reduce truancy rates	<u>2B</u> Reduce truancy rates	<u>2B</u> Reduce truancy rates	5

Identified Need and Metric (What needs have been identified and what metrics are used to measure progress?)	Goals			Annual Update: Analysis of Progress	What will be different/improved for students? (based on identified metric)			Related State and Local Priorities (Identify specific state priority. For districts and COEs, all priorities in statute must be included and identified; each goal may be linked to more than one priority if appropriate.)
	Description of Goal	Applicable Pupil Subgroups (Identify applicable subgroups (as defined in EC 52052) or indicate "all" for all pupils.)	School(s) Affected (Indicate "all" if the goal applies to all schools in the LEA, or alternatively, all high schools, for example.)		LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17	
rates					by 1.9% from 14.9% to 13%	by 0.5% from 13% to 12.5%	by 0.5% from 12.5% to 12%	
2C High school graduation rates					2C Maintain high school graduation rate of 95.9%	2C Maintain high school graduation rate of 95.9%	2C Maintain high school graduation rate of 95.9%	5
2D Student suspension rates					2D Maintain historically low student suspension rate of 1.8%	2D Maintain historically low student suspension rate of 1.8%	2D Maintain historically low student suspension rate of 1.8%	6
2E Student expulsion rates					2E Maintain historically low student expulsion rate of 0%	2E Maintain historically low student expulsion rate of 0%	2E Maintain historically low student expulsion rate of 0%	6
2F Other local measures: Safe and Healthy Kids Survey (S&HKS);					2E Improved S&HKS percentage of students in grades 7, 9, and 11 feeling connected to school by 2%	2E Improved S&HKS percentage of students in grades 7, 9, and 11 feeling connected to school by 1%	2E Maintain percentage of students in grades 7, 9, and 11 feeling connected to school	6

Identified Need and Metric (What needs have been identified and what metrics are used to measure progress?)	Goals			Annual Update: Analysis of Progress	What will be different/improved for students? (based on identified metric)			Related State and Local Priorities (Identify specific state priority. For districts and COEs, all priorities in statute must be included and identified; each goal may be linked to more than one priority if appropriate.)	
	Description of Goal	Applicable Pupil Subgroups (Identify applicable subgroups (as defined in EC 52052) or indicate "all" for all pupils.)	School(s) Affected (Indicate "all" if the goal applies to all schools in the LEA, or alternatively, all high schools, for example.)		LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17		
2G Other local measures: Physical Fitness Test					at the following levels: middle school from 72% to 74%; high school from 62% to 64%; and alternative high school from 67% to 69%;	at the following levels: middle school from 74% to 75%; high school from 64% to 65%; and alternative high school from 69% to 70%	2G improved percentage by 2% students in grades 5, 7, and 9 scoring 6 out of 6 on the physical fitness test; Improved student access to	2G improved percentage by 1% students in grades 5, 7, and 9 scoring 6 out of 6 on the physical fitness test; Improved student access to	6

Identified Need and Metric (What needs have been identified and what metrics are used to measure progress?)	Goals			Annual Update: Analysis of Progress	What will be different/improved for students? (based on identified metric)			Related State and Local Priorities (Identify specific state priority. For districts and COEs, all priorities in statute must be included and identified; each goal may be linked to more than one priority if appropriate.)
	Description of Goal	Applicable Pupil Subgroups (Identify applicable subgroups (as defined in EC 52052) or indicate "all" for all pupils.)	School(s) Affected (Indicate "all" if the goal applies to all schools in the LEA, or alternatively, all high schools, for example.)		LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17	
NEED: Provide Support and Intervention to Students Provide programs and opportunities that ensure the needs of all students are met	GOAL 3 Support and intervention for all students	All	All	NOT APPLICABLE	music, arts, physical education and sports, health services, and nutritional support	music, arts, physical education and sports, health services, and nutritional support	music, arts, physical education and sports, health services, and nutritional support	3, 4, 5, 7, 8
Metrics:								
<u>3A</u> Efforts to seek parent input					<u>3A</u> LCAP survey to focus on	<u>3A</u> Continue LCAP survey priorities to	<u>3A</u> Continue LCAP survey priorities to	3

Identified Need and Metric (What needs have been identified and what metrics are used to measure progress?)	Goals			Annual Update: Analysis of Progress	What will be different/improved for students? (based on identified metric)			Related State and Local Priorities (Identify specific state priority. For districts and COEs, all priorities in statute must be included and identified; each goal may be linked to more than one priority if appropriate.)
	Description of Goal	Applicable Pupil Subgroups (Identify applicable subgroups (as defined in EC 52052) or indicate "all" for all pupils.)	School(s) Affected (Indicate "all" if the goal applies to all schools in the LEA, or alternatively, all high schools, for example.)		Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17	
					parent and community educational priorities	focus on parent and community educational goals	focus on parent and community educational goals	
<u>3B</u> Promotion of parental participation					<u>3B</u> Formation of LCAP Committee including representation from diversified parent groups	<u>3B</u> Continue LCAP Committee meetings and input from diversified parent groups	<u>3B</u> Continue LCAP Committee meetings and input from diversified parent groups	3
<u>3C</u> Share of English Learners (ELs) that become English proficient					<u>3C</u> Maintain percentage of ELs that become English proficient at 70%	<u>3C</u> Maintain percentage of ELs that become English proficient at 70%	<u>3C</u> Maintain percentage of ELs that become English proficient at 70%	4
<u>3D</u> English Learner (EL) reclassification rate					<u>3D</u> Maintain percentage of ELs that become	Maintain percentage of ELs that become	<u>3D</u> Maintain percentage of ELs that become	4

Identified Need and Metric (What needs have been identified and what metrics are used to measure progress?)	Goals			Annual Update: Analysis of Progress	What will be different/improved for students? (based on identified metric)			Related State and Local Priorities (Identify specific state priority. For districts and COEs, all priorities in statute must be included and identified; each goal may be linked to more than one priority if appropriate.)
	Description of Goal	Applicable Pupil Subgroups (Identify applicable subgroups (as defined in EC 52052) or indicate "all" for all pupils.)	School(s) Affected (Indicate "all" if the goal applies to all schools in the LEA, or alternatively, all high schools, for example.)		LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17	
					reclassified at 31%	reclassified at 31%	reclassified at 31%	
3E Middle school dropout rates					3E Maintain rate of 0%	3E Maintain rate of 0%	3E Maintain rate of 0%	5
3F High school dropout rates					3F Maintain historical low percentage of high school dropout rate of 1.6%	3F Maintain historical low percentage of high school dropout rate of 1.6%	3F Maintain historical low percentage of high school dropout rate of 1.6%	5
3G Student access and enrollment in all required areas of study					3G Additional sections added in middle school (2.5 sections), high school (3 sections), and alternative high school (3 sections) to provide student access and	3G Maintain additional sections added in middle school (2.5 sections), high school (3 sections), and alternative high school (3 sections) to provide student	3G Maintain additional sections added in middle school (2.5 sections), high school (3 sections), and alternative high school (3 sections) to provide student	7

Identified Need and Metric (What needs have been identified and what metrics are used to measure progress?)	Goals			Annual Update: Analysis of Progress	What will be different/improved for students? (based on identified metric)			Related State and Local Priorities (Identify specific state priority. For districts and COEs, all priorities in statute must be included and identified; each goal may be linked to more than one priority if appropriate.)
	Description of Goal	Applicable Pupil Subgroups (Identify applicable subgroups (as defined in EC 52052) or indicate "all" for all pupils.)	School(s) Affected (Indicate "all" if the goal applies to all schools in the LEA, or alternatively, all high schools, for example.)		Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17	
3H Other indicators of student performance in required areas of study. May include performance on other exams; DIBLES, SRI, end-of-course assessments					enrollment in all required areas of study	access and enrollment in all required areas of study	access and enrollment in all required areas of study	8
					3H Maintain current high level of student performance on other exams, including Dynamic Indicator of Basic Early Literacy Skills (DIBLES), Scholastic Reading Inventory (SRI), and end-of-course assessments	3H Maintain current high level of student performance on other exams, including Dynamic Indicator of Basic Early Literacy Skills (DIBLES), Scholastic Reading Inventory (SRI), and end-of-course assessments	3H Maintain current high level of student performance on other exams, including Dynamic Indicator of Basic Early Literacy Skills (DIBLES), Scholastic Reading Inventory (SRI), and end-of-course assessments	

Identified Need and Metric (What needs have been identified and what metrics are used to measure progress?)	Goals			Annual Update: Analysis of Progress	What will be different/improved for students? (based on identified metric)			Related State and Local Priorities (Identify specific state priority. For districts and COEs, all priorities in statute must be included and identified; each goal may be linked to more than one priority if appropriate.)
	Description of Goal	Applicable Pupil Subgroups (Identify applicable subgroups (as defined in EC 52052) or indicate "all" for all pupils.)	School(s) Affected (Indicate "all" if the goal applies to all schools in the LEA, or alternatively, all high schools, for example.)		LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17	
<p>NEED: Maintain and improve facilities to support student learning, and the health, safety, and well being of all students</p>	<p>GOAL 4 Facilities that support learning and student health, safety, and well being Provide a high quality learning environment and well-maintained facilities</p>	All	All	NOT APPLICABLE				1
<p>Metrics: <u>4A</u> Facilities in good repair</p>					<p><u>4A</u> Increased daily cleaning and routine and deferred maintenance</p>	<p><u>4A</u> Maintain the increased level of daily cleaning and routine and deferred maintenance</p>	<p><u>4A</u> Maintain the increased level of daily cleaning and routine and deferred maintenance</p>	1
<p><u>4B</u> Facility Inspection Tool</p>					<p><u>4B</u> Continue renovation, and facility</p>	<p><u>4B</u> Continue renovation, and facility</p>	<p><u>4B</u> Continue renovation, and facility</p>	1

Identified Need and Metric (What needs have been identified and what metrics are used to measure progress?)	Goals			Annual Update: Analysis of Progress	What will be different/improved for students? (based on identified metric)			Related State and Local Priorities (Identify specific state priority. For districts and COEs, all priorities in statute must be included and identified; each goal may be linked to more than one priority if appropriate.)
	Description of Goal	Applicable Pupil Subgroups (Identify applicable subgroups as defined in EC 52052) or indicate "all" for all pupils.)	School(s) Affected (Indicate "all" if the goal applies to all schools in the LEA, or alternatively, all high schools, for example.)		LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17	
(FIT), Facility Master Plan					modern-ization, and improvement projects as specified in the OPUSD Facility Master Plan	modern-ization, and improvement projects as specified in the OPUSD Facility Master Plan	modern-ization, and improvement projects as specified in the OPUSD Facility Master Plan	

Section 3: Actions, Services, and Expenditures

For school districts, Education Code sections 52060 and 52061, for county offices of education, Education Code sections 52066 and 52067, and for charter schools, Education Code section 47606.5 require the LCAP to include a description of the specific actions an LEA will take to meet the goals identified. Additionally Education Code section 52604 requires a listing and description of the expenditures required to implement the specific actions.

Instructions: Identify annual actions to be performed to meet the goals described in Section 2, and describe expenditures to implement each action, and where these expenditures can be found in the LEA's budget. Actions may describe a group of services that are implemented to achieve identified goals. The actions and expenditures must reflect details within a goal for the specific subgroups identified in Education Code section 52052, including pupils with disabilities, and for specific school sites as applicable. In describing the actions and expenditures that will serve low-income, English learner, and/or foster youth pupils as defined in Education Code section 42238.01, the LEA must identify whether

supplemental and concentration funds are used in a districtwide, schoolwide, countywide, or charterwide manner. In the annual update, the LEA must describe any changes to actions as a result of a review of progress. The LEA must reference all fund sources used to support actions and services. Expenditures must be classified using the California School Accounting Manual as required by Education Code sections 52061, 52067, and 47606.5.

Guiding Questions:

- 1) What actions/services will be provided to all pupils, to subgroups of pupils identified pursuant to Education Code section 52052, to specific school sites, to English learners, to low-income pupils, and/or to foster youth to achieve goals identified in the LCAP?
- 2) How do these actions/services link to identified goals and performance indicators?
- 3) What expenditures support changes to actions/services as a result of the goal identified? Where can these expenditures be found in the LEA's budget?
- 4) In the annual update, how have the actions/services addressed the needs of all pupils and did the provisions of those services result in the desired outcomes?
- 5) In the annual update, how have the actions/services addressed the needs of all subgroups of pupils identified pursuant to Education Code section 52052, including, but not limited to, English learners, low-income pupils, and foster youth; and did the provision of those actions/services result in the desired outcomes?
- 6) In the annual update, how have the actions/services addressed the identified needs and goals of specific school sites and did the provision of those actions/services result in the desired outcomes?
- 7) In the annual update, what changes in actions, services, and expenditures have been made as a result of reviewing past progress and/or changes to goals?

A. What annual actions, and the LEA may include any services that support these actions, are to be performed to meet the goals described in Section 2 for ALL pupils and the goals specifically for subgroups of pupils identified in Education Code section 52052 but not listed in Table 3B below (e.g., Ethnic subgroups and pupils with disabilities)? List and describe expenditures for each fiscal year implementing these actions, including where these expenditures can be found in the LEA's budget.

Goal (Include and identify all goals from Section 2)	Related State and Local Priorities (from Section 2)	Actions and Services	Level of Service (Indicate if school-wide or LEA-wide)	Annual Update: Review of actions/services	What actions are performed or services provided in each year (and are projected to be provided in years 2 and 3)? What are the anticipated expenditures for each action (including funding source)?		
					LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
GOAL 1A CCSS Implementation	1 Basic Services: Rate teachers are assigned and credentialed appropriately for students they teach	<ul style="list-style-type: none"> Human Resources (HR) audit to ensure teachers are appropriately credentialed and assigned Williams Act review 	LEA-wide	NOT APPLICABLE	<ul style="list-style-type: none"> HR audits teacher and course assignments (\$0) HR increase staffing by 0.1 FTE (\$4,260 General Fund) Ensure all Special Education teachers have appropriate Autism certification (\$2,200 General Fund) 	<ul style="list-style-type: none"> Continue HR audits teacher and course assignments (\$0) Maintain HR staffing (\$4,260 General Fund) Continue to ensure all Special Education teachers have appropriate Autism certification (\$1,100 General Fund) 	<ul style="list-style-type: none"> Continue HR audits teacher and course assignments (\$0) Maintain HR staffing (\$4,260 General Fund) Continue to ensure all Special Education teachers have appropriate Autism certification (\$1,100 General Fund)
GOAL 1B CCSS Implementation	1 Basic Services: Student access to standards-aligned	<ul style="list-style-type: none"> Purchase textbooks and instructional materials 	LEA-wide	NOT APPLICABLE	<ul style="list-style-type: none"> Adopt CCSS-aligned Elementary math adoption (\$65,000 General Fund, Restricted) 	<ul style="list-style-type: none"> Purchase adopted text books to support CCSS (\$70,000) 	<ul style="list-style-type: none"> Purchase adopted text books to support CCSS (\$70,000)

Goal (include and identify all goals from Section 2)	Related State and Local Priorities (from Section 2)	Actions and Services	Level of Service (Indicate if school-wide or LEA-wide)	Annual Update: Review of actions/services	What actions are performed or services provided in each year (and are projected to be provided in years 2 and 3)? What are the anticipated expenditures for each action (including funding source)?		
					LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
	Instructional materials				Lottery) • Pilot CCSS-aligned Middle School math materials (\$0) • Adopt CCSS-aligned upper level High School math materials in Finite Math, Calculus, Math Analysis and Statistics (\$100,000 General Fund, Restricted Lottery) • Pilot CCSS-aligned lower division High School math materials (\$0)	General Fund, Restricted Lottery) • Adopt CCSS-aligned Middle School math materials (\$75,000 General Fund, Restricted Lottery) • Maintain CCSS-aligned upper level High School math materials (\$100,000 General Fund, Restricted Lottery) • Maintain CCSS-aligned lower division High School math materials (\$100,000 General Fund, Restricted Lottery)	General Fund, Restricted Lottery) • Maintain CCSS-aligned Middle School math materials (\$75,000 General Fund, Restricted Lottery) • Maintain CCSS-aligned upper level High School math materials (\$100,000 General Fund, Restricted Lottery) • Maintain CCSS-aligned lower division High School math materials (\$100,000 General Fund, Restricted Lottery) • Adopt CCSS-
					• Maintain CCSS-	• Pilot CCSS-	• Adopt CCSS-

Goal (Include and identify all goals from Section 2)	Related State and Local Priorities (from Section 2)	Actions and Services	Level of Service (Indicate if school-wide or LEA-wide)	Annual Update: Review of actions/services	What actions are performed or services provided in each year (and are projected to be provided in years 2 and 3)? What are the anticipated expenditures for each action (including funding source)?		
					LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
					<p>aligned Elementary English/ language arts materials (in second year) (\$40,000 General Fund, Restricted Lottery)</p> <ul style="list-style-type: none"> • Pilot CCSS-aligned Middle School English/ language arts materials (\$0) • Pilot CCSS-aligned High School English/ language Arts materials (\$0) • Add Teacher on Special Assignment (TOSA) in Science 	<p>aligned Elementary English/ language arts materials (\$60,000 General Fund, Restricted Lottery)</p> <ul style="list-style-type: none"> • Adopt CCSS-aligned Middle School English/ language arts materials (\$80,000 General Fund, Restricted Lottery) • Adopt CCSS-aligned High School English/ language Arts materials (\$100,000 General Fund, Restricted Lottery) • Add Teacher on Special Assignment 	<p>aligned Elementary English/ language arts materials (\$75,000 General Fund, Restricted Lottery)</p> <ul style="list-style-type: none"> • Maintain CCSS-aligned Middle School English/ language arts materials (\$80,000 General Fund, Restricted Lottery) • Maintain CCSS-aligned High School English/ language Arts materials (\$100,000 General Fund, Restricted Lottery) • Add Teacher on Special Assignment

Goal (include and identify all goals from Section 2)	Related State and Local Priorities (from Section 2)	Actions and Services	Level of Service (Indicate if school-wide or LEA-wide)	Annual Update: Review of actions/ services	What actions are performed or services provided in each year (and are projected to be provided in years 2 and 3)? What are the anticipated expenditures for each action (including funding source)?		
					Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
					<p>LCAP YEAR</p> <p>Year 1: 2014-15</p> <p>to enhance District-wide science program and to support the District's goals of authentic learning, differentiation and project-based learning (\$92,000 Friends of Oak Park Ed Foundation)</p>	<p>(TOSA) in Science to enhance District-wide science program and to support the District's goals of authentic learning, differentiation and project-based learning (\$92,000 Friends of Oak Park Ed Foundation)</p> <p>• Pilot CCSS-aligned science materials for Middle School (\$0)</p> <p>• Pilot CCSS-aligned science materials for High School (\$0)</p>	<p>(TOSA) in Science to enhance District-wide science program and to support the District's goals of authentic learning, differentiation and project-based learning (\$92,000 Friends of Oak Park Ed Foundation)</p> <p>• Adopt CCSS-aligned science materials for Middle School (\$100,000)</p> <p>• Adopt CCSS-aligned science materials for High School (\$100,000)</p> <p>• Pilot CCSS-aligned science materials for</p>

Goal (Include and identify all goals from Section 2)	Related State and Local Priorities (from Section 2)	Actions and Services	Level of Service (Indicate if school-wide or LEA-wide)	Annual Update: Review of actions/services	What actions are performed or services provided in each year (and are projected to be provided in years 2 and 3)? What are the anticipated expenditures for each action (including funding source)?		
					LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
GOAL 1C CCSS Implementation	2 Implementation of CCSS: Implementation of CCSS for all students, including EL	<ul style="list-style-type: none"> Provide professional development 	LEA-wide	NOT APPLICABLE	<ul style="list-style-type: none"> Provide professional development to teachers, instructional assistants, and administrators on CCSS-aligned instruction and curriculum (\$106,766 General Fund) Continue to implement the Critical Thinking Institute/UCLA training to support the District's goals of authentic learning, differentiation and project-based learning (\$55,000 General Fund) 	<ul style="list-style-type: none"> Continue to provide professional development to teachers, instructional assistants, and administrators on CCSS-aligned instruction and curriculum (\$115,000 General Fund) Continue to implement the Critical Thinking Institute/UCLA training to support the District's goals of authentic learning, differentiation and project-based learning (\$55,000 General Fund) 	<ul style="list-style-type: none"> Continue to provide professional development to teachers, instructional assistants, and administrators on CCSS-aligned instruction and curriculum (\$115,000 General Fund) Continue to implement the Critical Thinking Institute/UCLA training to support the District's goals of authentic learning, differentiation and project-based learning (\$55,000 General Fund)
					Elementary School (\$0)		

Goal (Include and identify all goals from Section 2)	Related State and Local Priorities (from Section 2)	Actions and Services	Level of Service (Indicate if school-wide or LEA-wide)	Annual Update: Review of actions/services	What actions are performed or services provided in each year (and are projected to be provided in years 2 and 3)? What are the anticipated expenditures for each action (including funding source)?		
					LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
GOAL 1D CCSS Implementation	4 Standard Achievement: Performance on standardized tests	<ul style="list-style-type: none"> Align District Technology with Smarter Balanced Assessment requirements 	LEA-wide	NOT APPLICABLE	<ul style="list-style-type: none"> Purchase additional Chrome Books and iPads for student access (\$26,625 General Fund) Typing Boot Camp (\$4,500 General Fund) Add Teacher on Special Assignment (TOSA) in Technology to enhance District-wide technology program and to support the District's goals of authentic learning, differentiation and project-based learning (\$90,000 General Fund) 	<ul style="list-style-type: none"> Continue purchase of Chrome Books and iPads for student access (\$30,000 General Fund) Typing Boot Camp (\$4,500 General Fund) Continue Teacher on Special Assignment (TOSA) in Technology to enhance District-wide technology program and to support the District's goals of authentic learning, differentiation and project-based learning (\$90,000 General Fund) 	<ul style="list-style-type: none"> Continue purchase of Chrome Books and iPads for student access (\$30,000 General Fund) Typing Boot Camp (\$4,500 General Fund) Continue Teacher on Special Assignment (TOSA) in Technology to enhance District-wide technology program and to support the District's goals of authentic learning, differentiation and project-based learning (\$90,000 General Fund)

Goal (include and identify all goals from Section 2)	Related State and Local Priorities (from Section 2)	Actions and Services	Level of Service (Indicate if school-wide or LEA-wide)	Annual Update: Review of actions/services	What actions are performed or services provided in each year (and are projected to be provided in years 2 and 3)? What are the anticipated expenditures for each action (including funding source)?		
					LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
GOAL 1E CCSS Implementation	4 Standard Achievement: Score on API	<ul style="list-style-type: none"> • API not available 	LEA-wide	NOT APPLICABLE	<ul style="list-style-type: none"> • API not available 	<ul style="list-style-type: none"> • API not available 	<ul style="list-style-type: none"> • API not available
GOAL 1F CCSS Implementation	4 Standard Achievement: Share of students that are college and career ready	<ul style="list-style-type: none"> • Extended learning time • Increase and improve Science, Technology, Engineering, Mathematics (STEM) High School course offerings 	Oak Park Independent School, Oak View High School, and Oak Park High School	NOT APPLICABLE	<ul style="list-style-type: none"> • Increase course offerings before school (zero period) (\$20,500 General Fund) • Continue to offer 7th period support in all courses for all students (\$0) • Additional sections added in middle school (2.5 sections), high school (3 sections), and alternative high school (3 sections) to provide student access and enrollment in all required areas of study (\$107,000 General Fund) 	<ul style="list-style-type: none"> • Increase course offerings before school (zero period) (\$20,500 General Fund) • Continue to offer 7th period support in all courses for all students (\$0) • Continue to offer additional sections added in middle school (2.5 sections), high school (3 sections), and alternative high school (3 sections) to provide student access and enrollment in all required areas of study (\$107,000) 	<ul style="list-style-type: none"> • Increase course offerings before school (zero period) (\$20,500 General Fund) • Continue to offer 7th period support in all courses for all students (\$0) • Continue to offer additional sections added in middle school (2.5 sections), high school (3 sections), and alternative high school (3 sections) to provide student access and enrollment in all required areas of study (\$107,000)

Goal (include and identify all goals from Section 2)	Related State and Local Priorities (from Section 2)	Actions and Services	Level of Service (Indicate if school-wide or LEA-wide)	Annual Update: Review of actions/services	What actions are performed or services provided in each year (and are projected to be provided in years 2 and 3)? What are the anticipated expenditures for each action (including funding source)?		
					LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
GOAL 1G CCSS Implementation	4 Standard Achievement: Share of students that pass Advanced Placement exams with 3 or higher	<ul style="list-style-type: none"> Extended learning time Teacher release time Increase use of technology in core course offerings 	Oak Park Independent School and Oak Park High School	NOT APPLICABLE	General Fund	General Fund	General Fund
					<ul style="list-style-type: none"> Increase course offerings before school (zero period) (\$20,500 General Fund) Continue to offer 7th period support in all courses for all students (\$0) Cross-department meetings for planning and implementation of STEM and other related curriculum (\$5,000 General Fund) Tech Lites – Teacher leaders to facilitate the successful transition and implementation of CCSS and 	<ul style="list-style-type: none"> Continue course offerings before school (zero period) (\$20,500 General Fund) Continue to offer 7th period support in all courses for all students (\$0) Cross-department meetings for planning and implementation of STEM and other related curriculum (\$5,000 General Fund) Continue Tech Lites program to facilitate the successful transition and implementation of CCSS and 	<ul style="list-style-type: none"> Continue course offerings before school (zero period) (\$20,500 General Fund) Continue to offer 7th period support in all courses for all students (\$0) Cross-department meetings for planning and implementation of STEM and other related curriculum (\$5,000 General Fund) Continue Tech Lites program to facilitate the successful transition and implementation of CCSS and

Goal (Include and identify all goals from Section 2)	Related State and Local Priorities (from Section 2)	Actions and Services	Level of Service (Indicate if school-wide or LEA-wide)	Annual Update: Review of actions/services	What actions are performed or services provided in each year (and are projected to be provided in years 2 and 3)? What are the anticipated expenditures for each action (including funding source)?		
					LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
GOAL 1H CCSS Implementation	4 Standard Achievement: Share of students determined prepared for college by the Early Assessment Program	<ul style="list-style-type: none"> No longer administering this assessment 	LEA-wide	NOT APPLICABLE	technology (\$18,000 General Fund) <ul style="list-style-type: none"> No longer administering this assessment 	technology (\$18,000 General Fund) <ul style="list-style-type: none"> No longer administering this assessment 	technology (\$18,000 General Fund) <ul style="list-style-type: none"> No longer administering this assessment
GOAL 1I CCSS Implementation	2 Implementation of CCSS: Teacher Surveys	<ul style="list-style-type: none"> Survey all District certificated employees to prioritize educational goals and District spending plan. 	LEA-wide	NOT APPLICABLE	<ul style="list-style-type: none"> Survey sent in spring of 2014 and results helped to inform LCAP goals and priorities (\$0) 	<ul style="list-style-type: none"> Survey will be updated and sent in early spring of 2015 to develop and refine LCAP goals and priorities (\$0) 	<ul style="list-style-type: none"> Survey will be updated and sent in early spring of 2016 to develop and refine LCAP goals and priorities (\$0)
GOAL 2A Student Health, Safety, & Well Being	5 Student Engagement: School Attendance Rates	<ul style="list-style-type: none"> Reinstate School Attendance Review Team (SART), a District-wide effort to improve 	LEA-wide	NOT APPLICABLE	<ul style="list-style-type: none"> Reinstate SART (\$0) 	<ul style="list-style-type: none"> Continue SART (\$0) 	<ul style="list-style-type: none"> Continue SART (\$0)

Goal (include and identify all goals from Section 2)	Related State and Local Priorities (from Section 2)	Actions and Services	Level of Service (Indicate if school-wide or LEA-wide)	Annual Update: Review of actions/services	What actions are performed or services provided in each year (and are projected to be provided in years 2 and 3)? What are the anticipated expenditures for each action (including funding source)?		
					LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
		attendance					
GOAL 2B Student Health, Safety, & Well Being	5 Student Engagement: Chronic Absenteeism	<ul style="list-style-type: none"> SART holds meetings with the student and parent to express the importance of attendance and punctuality 	LEA-wide	NOT APPLICABLE	<ul style="list-style-type: none"> Continued contact with at-risk students and families (\$0) 	<ul style="list-style-type: none"> Continued contact with at-risk students and families (\$0) 	<ul style="list-style-type: none"> Continued contact with at-risk students and families (\$0)
GOAL 2C Student Health, Safety, & Well Being	5 Student Engagement: High School Graduation Rates	<ul style="list-style-type: none"> Support all students in meeting their academic and social/emotional needs 	Oak Park High School, Oak View High School, Oak Park Independent School	NOT APPLICABLE	<ul style="list-style-type: none"> Addition of 1.0 FTE secondary counselor (\$103,362 General Fund) Additional course offerings as discussed above (see Goal 1F) 	<ul style="list-style-type: none"> Continue additional secondary counselor (\$103,362 General Fund) Additional course offerings as discussed above (see Goal 1F) 	<ul style="list-style-type: none"> Continue additional secondary counselor (\$103,362 General Fund) Additional course offerings as discussed above (see Goal 1F)
GOAL 2D Student Health, Safety, & Well Being	6 School Climate: Student Suspension Rate	<ul style="list-style-type: none"> Maintain historically low suspension rate of 1.8% 	LEA-wide	NOT APPLICABLE	<ul style="list-style-type: none"> Maintain historically low suspension rate (\$0) 	<ul style="list-style-type: none"> Maintain historically low suspension rate (\$0) 	<ul style="list-style-type: none"> Maintain historically low suspension rate (\$0)
GOAL 2E Student Health, Safety, & Well Being	6 School Climate: Student Suspension Rate	<ul style="list-style-type: none"> Maintain historically low suspension rate of 1.8% 	LEA-wide	NOT APPLICABLE	<ul style="list-style-type: none"> Maintain historically low suspension rate (\$0) 	<ul style="list-style-type: none"> Maintain historically low suspension rate (\$0) 	<ul style="list-style-type: none"> Maintain historically low suspension rate (\$0)

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					LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
Safety, & Well Being	Student Expulsion Rate	low expulsion rate of 0%			expulsion rate (\$0)	expulsion rate (\$0)	expulsion rate (\$0)
GOAL 2F Student Health, Safety, & Well Being	6 School Climate: Other local measures: Safe and Healthy Kids survey (S&HKS)	<ul style="list-style-type: none"> Addition of two part-time aides to assist secondary counselors Safe School Ambassadors Peer Counselors Addition of a full-time Director of Student Nutrition and Wellness 	LEA-wide	NOT APPLICABLE	<ul style="list-style-type: none"> Addition of clerical support for counselors (\$29,808 General Fund) Continue Safe School Ambassadors program (\$6,000 General Fund) Continue Peer Counselor program (\$6,000 General Fund) Addition of a full-time Director of Student Nutrition and Wellness to conform with the District's school wellness policy (\$95,900 Cafeteria Fund) 	<ul style="list-style-type: none"> Continue clerical support for counselors (\$29,808 General Fund) Continue Safe School Ambassadors program (\$6,000 General Fund) Continue Peer Counselor program (\$6,000 General Fund) Continue employment of a full-time Director of Student Nutrition and Wellness to conform with the District's school wellness policy 	<ul style="list-style-type: none"> Continue clerical support for counselors (\$29,808 General Fund) Continue Safe School Ambassadors program (\$6,000 General Fund) Continue Peer Counselor program (\$6,000 General Fund) Continue employment of a full-time Director of Student Nutrition and Wellness to conform with the District's school wellness policy

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GOAL 2G Student Health, Safety, & Well Being	6 School Climate: Other local measures: Physical Fitness Test	<ul style="list-style-type: none"> Addition of 3 elementary PE teachers and 3 part-time aides to assist as PE coaches Addition of playground equipment 	Elementary School Sites	NOT APPLICABLE	<ul style="list-style-type: none"> Enhance the physical education program at each elementary site with the addition of a full-time credentialed PE teacher and 1 part-time instructional assistant (\$314,382 General Fund) Potential additional playground equipment to support District goals of health and wellness for all students (\$125,000) 	<ul style="list-style-type: none"> Maintain the physical education program at each elementary site with the addition of a full-time credentialed PE teacher and 1 part-time instructional assistant (\$314,382 General Fund) Maintain the physical education program at each elementary site with the addition of a full-time credentialed PE teacher and 1 part-time instructional assistant (\$314,382 General Fund) 	(\$95,900)
GOAL 3A Support and intervention for	3 Parental Involvement: Efforts to seek	<ul style="list-style-type: none"> Survey all District parents to 	LEA-wide	NOT APPLICABLE	<ul style="list-style-type: none"> Survey sent in spring of 2014 and results helped to 	<ul style="list-style-type: none"> Survey will be updated and sent in early 	(\$95,900)

Goal (Include and identify all goals from Section 2)	Related State and Local Priorities (from Section 2)	Actions and Services	Level of Service (indicate if school-wide or LEA-wide)	Annual Update: Review of actions/ services	What actions are performed or services provided in each year (and are projected to be provided in years 2 and 3)? What are the anticipated expenditures for each action (including funding source)?		
					LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
all students	parent input	prioritize educational goals and District spending plan. <ul style="list-style-type: none"> Identify parent advisor committee volunteers to fairly represent the entire student population 			inform LCAP goals and priorities (\$0)	spring of 2015 to develop and refine LCAP goals and priorities (\$0)	spring of 2016 to develop and refine LCAP goals and priorities (\$0)
GOAL 3B Support and intervention for all students	3 Parental Involvement: Promotion of parental participation		LEA-wide	NOT APPLICABLE	<ul style="list-style-type: none"> Develop an action plan to determine methods to be used to involve parents in various advisor committees (\$0) 	<ul style="list-style-type: none"> Implement action plan to involve parents in various advisor committees (\$0) 	<ul style="list-style-type: none"> Continue action plan to involve parents in various advisor committees (\$0)
GOAL 3C Support and intervention for all students	4 Standard Achievement: Share of English Learners (ELs) that become English proficient	<ul style="list-style-type: none"> Provide an instructional assistant to each school site to address the academic and social needs of English Learners 	LEA-wide	NOT APPLICABLE	<ul style="list-style-type: none"> Maintain current staffing level and service provided to English Learners (\$77,900 General Fund) 	<ul style="list-style-type: none"> Increase staffing level and service provided to English Learners by additional 10% (\$85,690 General Fund) 	<ul style="list-style-type: none"> Increase staffing level and service provided to English Learners by additional 10% (\$94,260 General Fund)
GOAL 3D Support and intervention for all students	4 Standard Achievement: English Learner reclassification rate	<ul style="list-style-type: none"> Provide additional instructional assistants to support EL aides during 	LEA-wide	NOT APPLICABLE	<ul style="list-style-type: none"> Provide six temporary aides to assist EL instructional assistants in the administration of 	<ul style="list-style-type: none"> Provide six temporary aides to assist EL instructional assistants in 	<ul style="list-style-type: none"> Provide six temporary aides to assist EL instructional assistants in

Goal (Include and identify all goals from Section 2)	Related State and Local Priorities (from Section 2)	Actions and Services	Level of Service (Indicate if school-wide or LEA-wide)	Annual Update: Review of actions/services	What actions are performed or services provided in each year (and are projected to be provided in years 2 and 3)? What are the anticipated expenditures for each action (including funding source)?		
					LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
		mandatory California English Language Development Test (CELDT) assessments			the CELDT (\$6,000 General Fund)	the administration of the CELDT (\$6,000 General Fund)	the administration of the CELDT (\$6,000 General Fund)
GOAL 3E Support and intervention for all students	5 Student Engagement: Middle School Dropout Rates	<ul style="list-style-type: none"> Ensure regular, individual contact high-risk students by increasing staffing and access to supports and intervention 	Medea Creek Middle School	NOT APPLICABLE	<ul style="list-style-type: none"> Addition of one full time counselor and one part-time clerical assistant (see Goal 2C above) 	<ul style="list-style-type: none"> Maintain additional counselor and clerical support (see Goal 2C above) 	<ul style="list-style-type: none"> Maintain additional counselor and clerical support (see Goal 2C above)
GOAL 3F Support and intervention for all students	5 Student Engagement: High School Dropout Rates	<ul style="list-style-type: none"> Identify factors contributing to student dropout; investigate and develop an individual action plan for each student 	Oak Park High School, Oak View High School, Oak Park Independent School	NOT APPLICABLE	<ul style="list-style-type: none"> Identify factors contributing to student dropout working with existing staff at secondary level 	<ul style="list-style-type: none"> Additional secondary counselor to develop individual action plans for students at risk (\$103,362 General Fund) 	<ul style="list-style-type: none"> Maintain staffing levels and continue the development of individual action plans for students at risk (\$103,362 General Fund)
GOAL 3G Support and	7 Course Access: Student	<ul style="list-style-type: none"> Implement multiyear 	Brookside Elementary, Oak	NOT APPLICABLE	<ul style="list-style-type: none"> Implement multiyear plan to 	<ul style="list-style-type: none"> Implement second year of 	<ul style="list-style-type: none"> Implement third year of

Goal (include and identify all goals from Section 2)	Related State and Local Priorities (from Section 2)	Actions and Services	Level of Service (Indicate if school-wide or LEA-wide)	Annual Update: Review of actions/services	What actions are performed or services provided in each year (and are projected to be provided in years 2 and 3)? What are the anticipated expenditures for each action (including funding source)?		
					LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
intervention for all students	access and enrollment in all required areas of study	<p>plan to reduce K-3 class size to 24:1</p> <ul style="list-style-type: none"> Math intervention at Medea Creek Middle School (MCMS) 	Hills Elementary, Red Oak Elementary, and Medea Creek Middle School		<p>reduce K-3 class size to 24:1 beginning with Discovery Kindergarten-Kindergarten (DK-K) (\$180,000 General Fund)</p> <ul style="list-style-type: none"> Addition of 0.1 FTE math teacher for intervention program at MCMS (\$9,000 General Fund) 	<p>multiyear plan to reduce K-3 class size to 24:1 in grades DK-1 (\$180,000 General Fund)</p> <ul style="list-style-type: none"> Continue addition of 0.1 FTE math teacher for intervention program at MCMS (\$9,000 General Fund) 	<p>multiyear plan to reduce K-3 class size to 24:1 in grades DK-2 (\$180,000 General Fund)</p> <ul style="list-style-type: none"> Continue addition of 0.1 FTE math teacher for intervention program at MCMS (\$9,000 General Fund)
GOAL 3H Support and intervention for all students	8 Other Student Outcomes: Other indicators of student performance in required areas of study. May include performance on other exams; DIBLES, SRI, end-of-course assessments	<ul style="list-style-type: none"> Provide programs and opportunities that ensure the needs of all students are met through authentic learning experiences, project-based learning and differentiated 	LEA-wide	NOT APPLICABLE	<ul style="list-style-type: none"> Provide programs and opportunities, including teachers on special assignment for technology and science, Critical Thinking Institute, Gifted and Talented Education programs, to 	<ul style="list-style-type: none"> Maintain programs and opportunities, including teachers on special assignment for technology and science, Critical Thinking Institute, Gifted and Talented 	<ul style="list-style-type: none"> Maintain and opportunities, including teachers on special assignment for technology and science, Critical Thinking Institute, Gifted and Talented Education

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					LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
		instruction			ensure the needs of all students are met (in addition to program costs accounted for in prior goals, additional \$20,000 General Fund)	Education programs, to ensure the needs of all students are met (in addition to program costs accounted for in prior goals, additional \$20,000 General Fund)	programs, to ensure the needs of all students are met (in addition to program costs accounted for in prior goals, additional \$20,000 General Fund)
GOAL 4A Facilities that support learning and student health, safety, and well being	1 Basic Services: Facilities in Good Repair	<ul style="list-style-type: none"> Increase staffing in custodial, grounds and maintenance services to ensure clean, safe, and well-maintained school campuses 	LEA-wide	N/A	<ul style="list-style-type: none"> Provide three training sessions for custodial staff pertaining to cleaning, safety, and effectiveness (\$15,000 from General Fund) 	<ul style="list-style-type: none"> Provide three training opportunities for custodial staff pertaining to cleaning, safety, and effectiveness (\$18,000 from General Fund) Increase custodial services by 3.6 FTE positions to return to 100% staffing level (\$175,355 	<ul style="list-style-type: none"> Provide three training opportunities for custodial staff pertaining to cleaning, safety, and effectiveness (\$21,000 from General Fund) Maintain increase of custodial services by 3.6 FTE positions (\$175,355 from General

Goal (include and identify all goals from Section 2)	Related State and Local Priorities (from Section 2)	Actions and Services	Level of Service (Indicate if school-wide or LEA-wide)	Annual Update: Review of actions/ services	What actions are performed or services provided in each year (and are projected to be provided in years 2 and 3)? What are the anticipated expenditures for each action (including funding source)?		
					LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
GOAL 4B Facilities that support learning and student health, safety, and well being	1 Basic Services: Facility Inspection Tool (FIT), Facility Master Plan	<ul style="list-style-type: none"> Repair, renovate, and modernize facilities at all sites as outlined in the board-approved Facilities Master Plan 	LEA-wide	N/A	from General Fund) <ul style="list-style-type: none"> Increase grounds staffing by 33% (1.0 FTE) and maintenance staffing by 33% (1.0 FTE) (\$126,970 from General Fund) 	Fund) <ul style="list-style-type: none"> Maintain increase of grounds staffing by 33% (1.0 FTE) and maintenance staffing by 33% (1.0 FTE) (\$126,970 from General Fund) 	Perform Master Plan facilities projects including prioritized roof and HVAC system replacements, classroom carpeting and painting, miscellaneous deferred maintenance work
		<ul style="list-style-type: none"> Perform Master Plan facilities projects including OPHS classroom replacement, BES building 100 modernization; OPHS gymnasium modernization, security camera system, LED exterior lighting upgrade, VOIP telephone system, upgraded bell and public 					Perform Master Plan facilities projects including prioritized roof and HVAC system replacements, classroom carpeting and painting, miscellaneous deferred maintenance work

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					LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
					address system, miscellaneous deferred maintenance work (\$8,918,328 Measure R Bond Fund) • Placement of five relocatable classrooms for OPIS on DO/OVHS site (\$500,000 General Fund)	(\$2,410,230 Measure R Bond Fund)	(\$1,173,140 Measure R Bond Fund)

B. Identify additional annual actions, and the LEA may include any services that support these actions, above what is provided for all pupils that will serve low-income, English learner, and/or foster youth pupils as defined in Education Code section 42238.01 and pupils redesignated as fluent English proficient. The identified actions must include, but are not limited to, those actions that are to be performed to meet the targeted goals described in Section 2 for low-income pupils, English learners, foster youth and/or pupils redesignated as fluent English proficient (e.g., not listed in Table 3A above). List and describe expenditures for each fiscal year implementing these actions, including where those expenditures can be found in the LEA's budget.

Goal (Include all goals from Section 2, if applicable)	Related State and Local Priorities (from Section 2)	Actions and Services	Level of Service (Indicate if school-wide or LEA-wide)	Annual Update: Review of actions/ services	What actions are performed or services provided in each year (and are projected to be provided in years 2 and 3)? What are the anticipated expenditures for each action (including funding source)?		
					LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
GOAL 1 CCSS Implementation	1,2, 4	<ul style="list-style-type: none"> For low income pupils: Provide small group math instruction to K-5 students during the school day using research-based intervention practices For low income pupils: Provide literacy 	All elementary sites	Not Applicable	<ul style="list-style-type: none"> Provide math intervention instructional assistants to support a math intervention program to assist students in meeting grade level standards (\$77,900 Title I, LCFF Supplemental Grant) Provide literacy instructional 	<ul style="list-style-type: none"> Provide math intervention instructional assistants to support a math intervention program to assist students in meeting grade level standards (\$77,900 Title I, LCFF Supplemental Grant) Provide literacy instructional 	<ul style="list-style-type: none"> Provide math intervention instructional assistants to support a math intervention program to assist students in meeting grade level standards (\$77,900 Title I, LCFF Supplemental Grant) Provide literacy instructional

Goal (Include and identify all goals from Section 2, if applicable)	Related State and Local Priorities (from Section 2)	Actions and Services	Level of Service (Indicate if school-wide or LEA-wide)	Annual Update: Review of actions/services	What actions are performed or services provided in each year (and are projected to be provided in years 2 and 3)? What are the anticipated expenditures for each action (including funding source)?		
					LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
GOAL 1 CCSS Implementation	1,2, 4	<ul style="list-style-type: none"> For English learners: Ensure best practices for teaching English Language Development by providing training and support to staff 	LEA-wide	Not Applicable	<p>assistants to support a literacy intervention program to assist students in meeting grade level standards (\$129,122 LCFF Supplemental Grant)</p> <p>assistants to support a literacy intervention program to assist students in meeting grade level standards (\$129,122 LCFF Supplemental Grant)</p> <p>assistants to support a literacy intervention program to assist students in meeting grade level standards (\$129,122 LCFF Supplemental Grant)</p>	<ul style="list-style-type: none"> VCOE training for EL Aides that addresses English Language development, instructional strategies, and behavioral supports (\$2,000 LCFF Supplemental Grant) VCOE training for EL Aides that addresses English Language development, instructional strategies, and behavioral supports (\$2,000 LCFF Supplemental Grant) VCOE training for EL Aides that addresses English Language development, instructional strategies, and behavioral supports (\$2,000 LCFF Supplemental Grant) 	

Goal (Include and identify all goals from Section 2, if applicable)	Related State and Local Priorities (from Section 2)	Actions and Services	Level of Service (Indicate if school-wide or LEA-wide)	Annual Update: Review of actions/services	What actions are performed or services provided in each year (and are projected to be provided in years 2 and 3)? What are the anticipated expenditures for each action (including funding source)?		
					LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
		<ul style="list-style-type: none"> District will provide professional development to staff and administrators in strategies for the implementation of ELCCSS 			<ul style="list-style-type: none"> Provide professional development opportunities through VCOE for the implementation of ELCCSS (\$10,000) 	<ul style="list-style-type: none"> Continue professional development opportunities through VCOE for the implementation of ELCCSS (\$10,000) 	<ul style="list-style-type: none"> Continue professional development opportunities through VCOE for the implementation of ELCCSS (\$10,000)
GOAL 1 CCSS Implementation	4	<ul style="list-style-type: none"> For foster youth: Provide small group math instruction to K-5 students during the school day using research-based intervention practices For foster youth: Provide 	All elementary sites	Not Applicable	<ul style="list-style-type: none"> Provide math intervention instructional assistants to support a math intervention program to assist students in meeting grade level standards (Included with low income, Goal 1 above) 	<ul style="list-style-type: none"> Provide math intervention instructional assistants to support a math intervention program to assist students in meeting grade level standards (Included with low income, Goal 1 above) 	<ul style="list-style-type: none"> Provide math intervention instructional assistants to support a math intervention program to assist students in meeting grade level standards (Included with low income, Goal 1 above)

Goal (include and identify all goals from Section 2, if applicable)	Related State and Local Priorities (from Section 2)	Actions and Services	Level of Service (Indicate if school-wide or LEA-wide)	Annual Update: Review of actions/ services	What actions are performed or services provided in each year (and are projected to be provided in years 2 and 3)? What are the anticipated expenditures for each action (including funding source)?		
					LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
		literacy instruction to K-5 students during the school day using research-based intervention practices			Instructional assistants to support a literacy intervention program to assist students in meeting grade level standards (Included with low income, Goal 1 above)	Instructional assistants to support a literacy intervention program to assist students in meeting grade level standards (Included with low income, Goal 1 above)	Instructional assistants to support a literacy intervention program to assist students in meeting grade level standards (Included with low income, Goal 1 above)
GOAL 2 Student Health, Safety and Well Being	5,6	<ul style="list-style-type: none"> For low income pupils: Partner with parents to support their children's education through collaborative connections, referrals, and parent education 	LEA-wide	Not Applicable	<ul style="list-style-type: none"> Encourage participation in Advisory Groups, participation in County programs that support low income families and participation in parent support group 	<ul style="list-style-type: none"> Encourage participation in Advisory Groups, participation in County programs that support low income families and participation in parent support group through 	<ul style="list-style-type: none"> Encourage participation in Advisory Groups, participation in County programs that support low income families and participation in parent support group through

Goal (Include and identify all goals from Section 2, if applicable)	Related State and Local Priorities (from Section 2)	Actions and Services	Level of Service (Indicate if school-wide or LEA-wide)	Annual Update: Review of actions/ services	What actions are performed or services provided in each year (and are projected to be provided in years 2 and 3)? What are the anticipated expenditures for each action (including funding source)?		
					LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
					through elementary counselor (\$0)	elementary counselor (\$0)	elementary counselor (\$0)
GOAL 2 Student Health, Safety and Well Being	5,6	<ul style="list-style-type: none"> For English learners: Address the specific communication and support needs for families of English learners 	LEA-wide	Not Applicable	<ul style="list-style-type: none"> Establish District Interpreter services for IEP meetings and to provide service during district-wide parent meetings (\$2,000 LCFF Supplemental Grant) 	<ul style="list-style-type: none"> Establish District Interpreter services for IEP meetings and to provide service during district-wide parent meetings (\$2,000 LCFF Supplemental Grant) 	<ul style="list-style-type: none"> Establish District Interpreter services for IEP meetings and to provide service during district-wide parent meetings (\$2,000 LCFF Supplemental Grant)
GOAL 2 Student Health, Safety and Well Being	5, 6	<ul style="list-style-type: none"> For foster youth: Appoint senior staff member as liaison to work with students and their families. 	LEA-wide	Not Applicable	<ul style="list-style-type: none"> Provide education and outreach services Meet with students and families quarterly Students will receive selected 	<ul style="list-style-type: none"> Provide education and outreach services Meet with students and families quarterly Students will receive selected 	<ul style="list-style-type: none"> Provide education and outreach services Meet with students and families quarterly Students will receive selected

Goal (Include and identify all goals from Section 2, if applicable)	Related State and Local Priorities (from Section 2)	Actions and Services	Level of Service (Indicate if school-wide or LEA-wide)	Annual Update: Review of actions/ services	What actions are performed or services provided in each year (and are projected to be provided in years 2 and 3)? What are the anticipated expenditures for each action (including funding source)?		
					LCAP YEAR Year 1: 2014-15	Year 2: 2015-16	Year 3: 2016-17
GOAL 3 Support and Intervention for all students	3,4,5,7,8	<ul style="list-style-type: none"> For low income pupils, English learners and Foster Youth: Provide increased mental health services and support 	LEA-wide	Not Applicable	services for foster youth from county agencies (\$0)	services for foster youth from county agencies (\$0)	services for foster youth from county agencies (\$0)
					<ul style="list-style-type: none"> Addition of 0.5 FTE Behaviorist and 0.5 FTE Psychologist (\$109,140 LCFF Supplemental Grant) 	<ul style="list-style-type: none"> Continue 0.5 FTE Behaviorist and 0.5 FTE Psychologist (\$109,140 LCFF Supplemental Grant) 	<ul style="list-style-type: none"> Continue 0.5 FTE Behaviorist and 0.5 FTE Psychologist (\$109,140 LCFF Supplemental Grant)

- C. Describe the LEA's increase in funds in the LCAP year calculated on the basis of the number and concentration of low income, foster youth, and English learner pupils as determined pursuant to 5 CCR 15496(a)(5). Describe how the LEA is expending these funds in the LCAP year. Include a description of, and justification for, the use of any funds in a districtwide, schoolwide, countywide, or charterwide manner as specified in 5 CCR 15496. For school districts with below 55 percent of enrollment of unduplicated pupils in the district or below 40 percent of enrollment of unduplicated pupils at a school site in the LCAP year, when using supplemental and concentration funds in a districtwide or schoolwide manner, the school district must additionally describe how the services provided are the most effective use of funds to meet the district's goals for unduplicated pupils in the state priority areas. (See 5 CCR 15496(b) for guidance.)

Oak Park USD has less than 9% unduplicated students who are low income, foster youth, and English learner pupils. We will receive \$312,956 for the supplemental and concentration grant funding. The cost of these additional services exceeds this amount and will be supported in part by the supplemental dollars for our unduplicated count and in larger measure by the General Fund. Each child is a valued member of the student community and his or her success is a top priority. Because there is not a concentration of these students at any one school, the District provides Literacy aides, EL aides, Math aides at all sites to give additional instructional support to these students as needed. Support fluctuates on a site-by-site basis determined by the level of actual needs as identified by test scores, teacher input and other data.

- D. Consistent with the requirements of 5 CCR 15496, demonstrate how the services provided in the LCAP year for low income pupils, foster youth, and English learners provide for increased or improved services for these pupils in proportion to the increase in funding provided for such pupils in that year as calculated pursuant to 5 CCR 15496(a)(7). Identify the percentage by which services for unduplicated pupils must be increased or improved as compared to the services provided to all pupils in the LCAP year as calculated pursuant to 5 CCR 15496(a). An LEA shall describe how the proportionality percentage is met using a quantitative and/or qualitative description of the increased and/or improved services for unduplicated pupils as compared to the services provided to all pupils.

The minimum proportionality percentage for Oak Park Unified School District is 1%. Increased English Language aides and additional training to serve eligible students, foster youth liaison, will secure services for the appropriate sub groups. We have found that this is the most effective use of funds, and is evidenced by the District's long history of high test scores and college-ready achievement among all its students, regardless of economic, foster, or English learner status.

NOTE: Authority cited: Sections 42238.07 and 52064, Education Code. Reference: Sections 2574, 2575, 42238.01, 42238.02, 42238.03, 42238.07, 47605, 47605.5, 47606.5, 48926, 52052, 52060-52077, and 64001, Education Code; 20

U.S.C. Section 6312.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 17, 2014
SUBJECT: C.2.h. APPROVE ADOPTION OF 2014-15 OAK PARK UNIFIED SCHOOL DISTRICT ANNUAL BUDGET

ACTION

ISSUE: Shall the Board adopt the 2014-15 Oak Park Unified School District annual operating budget?

BACKGROUND: On May 13, 2014 Governor Brown presented his May Revision to the 2014-15 state budget proposal. Although the Governor’s proposed budget for K-12 education is essentially unchanged from January, the first full year implementation of Local Control Funding Formula (LCFF) and accompanying Local Control and Accountability Plan (LCAP) holds a significant impact for the District. As required by new LCFF regulations, a public hearing was held on June 3, 2014 to solicit the recommendations and comments of the public regarding the proposed budget and incorporation of the inaugural LCAP. The 2014-15 budget incorporates the most current information available, including the adopted LCAP, local budget assumptions, enrollment and staffing projections, and revenue and expenditure forecasts.

- RECOMMENDATION:**
1. Approve the 2014-15 Oak Park Unified School District annual budget.
 2. Do not approve the 2014-15 annual budget.

Prepared by: Barbara Dickerson, Director, Fiscal Services
 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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 17, 2014
SUBJECT: C.2.i. APPROVE SPENDING PLAN FOR 2014-15 EDUCATION PROTECTION ACCOUNT FUNDS

ACTION

ISSUE: Shall the Board review and discuss the proposed spending plan for the 2014-15 Education Protection Account funds as required by Proposition 30?

BACKGROUND: California voters approved Proposition 30 in November of 2012, which established the Education Protection Account (EPA). All temporary tax revenues collected from Proposition 30 over the next 7 years for income tax and 4 years for sales tax, will be collected into the Education Protection Account and distributed to K-12 and Higher Education. There are several requirements for local spending determination, disclosure, and reporting on the use of the EPA funds. The governing board must determine the use of the EPA funds in an open session of a public meeting. The EPA funds must be accounted for separately and not used for administrative costs. Increased cash management planning and analysis should also be emphasized with the establishment of the EPA due to the timing of revenues received. Additionally, Districts are required to annually report on their website an accounting of the EPA funds received and how those funds were spent.

The Administration is finalizing the proposed spending plan for the 2014-15 Education Protection Account, which will be forwarded to the Board under separate cover.

ALTERNATIVES:

1. Approve the proposed 2014-15 EPA Spending Plan as presented.
2. After discussion, direct the Administration to make specified revisions to the proposed 2014-15 EPA Spending Plan.

RECOMMENDATION: Alternative No. 1

Prepared by: Barbara Dickerson, Director, Fiscal Services
 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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 17, 2014
SUBJECT: C.2.j. APPROVE SAFE SCHOOL PLANS

ACTION

ISSUE: Shall the Board review and approve the Safe School Plan for each District school as required by Education Code 35294.2?

BACKGROUND: The Oak Park Unified School District must annually review and update its Safe School Plans in order to remain in compliance with EC 35294.2. This year the each of the District’s schools has updated their plans, providing specific site information to update the District master copy. These updates include specific names and responsibilities in the event of disaster or emergency. EC 35294.2 requires that the revised plans be approved by the Board of Education and be available for public display each school year. Each site’s updated plan and certification of compliance will be provided to the Board under separate cover prior to this evening’s meeting and each school will have their plan displayed in a prominent place at their site for public review upon the Board’s approval.

ALTERNATIVES:

1. Approve the amended Safe School Plans as presented.
2. Do not approve the amended Safe School Plans.

RECOMMENDATION: Alternative No. 1

Prepared by: Julie Suarez, Director, Business Operations
 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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 17, 2014
SUBJECT: C.2.k. APPROVE PURCHASE OF EQUIPMENT FROM MEASURE C6 BOND FUND – 3D PRINTER

ACTION

ISSUE: Shall the Board approve the purchase of a 3D printer for use in the career and technical education program at Oak Park High School utilizing Measure C6 bond funds?

BACKGROUND: The career and technical education (CTE) program at Oak Park High School is seeking to purchase a 3D printer. As noted in the attached proposal from Paton Group, CTE is requesting the purchase of a Dimension Elite 3D Printer with 3-year comprehensive material and maintenance bundle, along with the SolidWorks/SolidWize 3D Modeling Software & Curriculum bundle. The total cost of the proposed purchase is \$38,433.75 to be funded from the Measure C6 bond fund. In addition seven desk top computers will be purchased to support the printer.

ALTERNATIVES:

1. Approve the purchase of a 3D printer for use in the Oak Park High School CTE program, in the amount of \$38,433.75, to be funded by Measure C6.
2. Do not approve the equipment purchase.

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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____



QUOTE:0411514 ELITE 3 YR
 ELITE 3D PRINTER PRINT PACK
 JUNE 02, 2014

QUOTE PREPARED BY FRANK PATON
 FOR ANY FURTHER QUESTIONS PLEASE CALL
 818-378-3682 OR 800-826-0570

TO	Attn: Ken Paulson Oak Park High School 899 North Kanan Road Oak Park, CA 91377 (818) 735-300 x125	SHIP TO	
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Elite 3d Printer 3 Year Comprehensive

QTY	DESCRIPTION & SIM	UNIT PRICE	PART NUMBER	TOTAL
1	Dimension Elite 3D Printer Print Pack – Includes: Dimension Elite 3D Printer (110V/220V/50-60Hz, 12 Amp) <ul style="list-style-type: none"> • Start-up supply kit • One Year Warranty • CatalystEX software (site license) SCA 1200 Support Cleaning Apparatus CleanStation® Support Removal Systems Dimension Elite Educational Bonus Packs Includes: - 10 Natural ABS+ Model Cartridges <ul style="list-style-type: none"> - 4 Soluble Support Cartridges - 2 Boxes of Plastic Modeling Bases 	\$31,900.00	680-40003	\$31,900.00
1	Dimension Elite CART (DEMO)	\$ 1,200.00	550-30001	INCLUDED
1	3 Yr Comp Package Print Pack One Year Warranty Plus 2 Yrs Maintenance 3 ea Education Material Packages (2 ea ivory and 1 ea color)	\$10,180.00	3yr comprehensive	\$ 8,900.00
1	1 day onsite installation & training	\$ 1,000.00	Install-Training	INCLUDED
1	Certified Stratasys Demo Unit Discount. This unit has been used at factory for demonstrations.(Same Warranty as new system).	-\$8,500.00	DEMO DISCOUNT	-\$8,500.00
1	SolidWorks 20 User EDU Lab Pack. (Perpetual with 1 year maintenance)	\$ 1,800.00	SW-20EDU	\$ 1,800.00
1	SolidWize 20 User Lab Pack . Online Video Driven Instruction and Curriculum/Certification Prep.	\$ 750.00	SWIZE-20	\$ 750.00
SUB TOTAL				\$ 34,850.00
SALES TAX @ 7.5%				\$ 2,613.75
Shipping				\$ 970.00
TOTAL				\$ 38,433.75

THANK YOU FOR THE OPPORTUNITY TO EARN YOUR BUSINESS, FOR ANY FURTHER QUESTIONS, PLEASE CONTACT CHRIS MILLER @ 818-355-1703 OR FRANK PATON @ 818-378-3682.

PLEASE FAX PURCHASE ORDERS TO:

323-258-8945

FEDERAL ID# 56-2546349

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 17, 2014
SUBJECT: C.3.a. APPROVE JOB DESCRIPTION FOR SUPPORT SERVICES COORDINATOR POSITION

ACTION

ISSUE: Shall the Board approve the job description for the Support Services Coordinator Position?

BACKGROUND: With the retirement of one of its long-time Administrative Assistants, the Human Resources department is seeking to reorganize its delivery of services. To that end, Administration is recommending that the Board restore the Support Services Coordinator position. The updated job description is attached for the Board's review and information.

ALTERNATIVES:

1. Approve the restoration of the Support Services Coordinator position, including the revised job description attached.
2. Do not approve the position

RECOMMENDATION: Alternative No. 1

Prepared by: Dr. Leslie Heilbron, 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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT

CLASS TITLE: SUPPORT SERVICES COORDINATOR

DEFINITION

Full time, 12 month position
SALARY: Range 12

Under direction of an assigned supervisor, perform receptionist duties, coordinate and monitor the Aseop Guest Teacher Calling System, perform a variety of clerical support duties related to intradistrict/interdistrict permits and assist the Human Resources office with general clerical support.

EXAMPLES OF DUTIES

Perform receptionist duties and provide information to visitors and callers regarding District policies, procedures, rules and regulations; order office supplies and materials; open, sort and route mail.

Monitor the Aseop Guest Teacher Calling System to identify issues/needs and assign guest teachers as necessary; maintain records and prepare monthly reports as required detailing substitute usage; coordinate with the Human Resources office to organize guest teacher orientations.

Utilize Escape and Zangle information systems to monitor and enter information related to assigned duties.

Prepare and process paperwork for new incoming and outgoing interdistrict permit students; support the District of Choice lottery procedures and placement of new students; process new intradistrict requests from resident students.

Perform general clerical duties including maintaining records and logs; type, duplicate and distribute a variety of materials and correspondence for other staff members as needed; operate office equipment such as telephone, computer, typewriter, copier and others; perform related duties as assigned.

Coordinate placement of Home Hospital Teachers.

EMPLOYMENT STANDARDS

Knowledge of: Proper operation of substitute calling system; record keeping techniques; telephone etiquette and courtesy; oral and written communication skills; Zangle and Escape information systems.

Ability to: Perform a variety of record-keeping duties in support of assigned functions; operate independently without direct supervision; speak clearly and distinctly to provide information over the phone; establish and maintain effective working relationships with others; operate a telephone answering system; type at an acceptable rate of speed; maintain routine records and logs; perform general clerical duties including typing, filing and duplicating.

Education and Experience: Any combination equivalent to graduation from high school, including or supplemented by courses in office practices, and a minimum of one year of general clerical experience.

WORKING CONDITIONS

District office environment; may be required to call substitutes from home during early morning hours in order to obtain adequate substitute coverage; subject to frequent interruptions, demanding timelines and contact with District employees and the public.

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: JUNE 17, 2014

**SUBJECT: C.4.a. APPROVE AMENDMENT TO BOARD POLICY 0410 –
NONDISCRIMINATION IN DISTRICT PROGRAMS AND
ACTIVITIES - First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 0410 – Nondiscrimination in District Programs and Activities?

BACKGROUND: Board Policy 0410 is being updated to reflect new law (AB 1266) which requires districts to permit a student to participate in sex-segregated school programs and activities, including athletic teams and competitions, and to use facilities consistent with the student’s gender identity, regardless of his/her gender as listed on his/her educational records. Policy also reference new law (AB 556) which prohibits employers from discriminating against employees and job applicants based on their military or veteran status. Board Policy 0410 is being submitted with recommended changes from CSBA.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy 0410 – Nondiscrimination in District Programs and Activities.
 2. Do not amend Board Policy 0410 – Nondiscrimination in District Programs and Activities.
 3. Adopt a modified version of the amendment to Board Policy 0450 – Comprehensive Safety Plan.

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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 0000

Philosophy, Goals, Objectives & Comprehensive Plans

BP 0410(a)

Nondiscrimination In District Programs And Activities

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

(cf. 4030 - Nondiscrimination in Employment)
(cf. 4032 - Reasonable Accommodation)
(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)
(cf. 4161.8/4261.8/4351.8) – Family Care and Medical Leave
(cf. 5131.2 – Bullying)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)
(cf. 5146 - Married/Pregnant/Parenting Students)
(cf. 6145.2 - Athletic Competition)
(cf. 6164.4 – Identification and Evaluation of Individuals for Special Education)
(cf. 6164.6 - Identification and Education under Section 504)
(cf. 6178 - Career Technical Education)
(cf. 6200 - Adult Education)

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

(cf. 1330 – Use of Facilities)

Pursuant to 34 CFR 104.8 and 34 CFR 106.9, the Superintendent or designee shall notify students, parents/guardians, employees, employee organizations, applicants for admission and employment, and sources of referral for applicants about the district's policy on nondiscrimination and related compliant procedures. Such notification shall be included in each announcement, bulletin, catalog, **handbook**, application form, or other ~~recruitment~~ materials distributed to these groups.

(cf. 1312.3 – Uniform Complaint Procedures)
(cf. 4031 – Complaints Concerning Discrimination in Employment)
(cf. 4112.9/4212.9/4312.9 – Employee Notifications)
(cf. 5145.6 – Parental Notifications)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 0000

Philosophy, Goals, Objectives & Comprehensive Plans

BP 0410(b)

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

Access for Individuals with Disabilities

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

(cf. 6163.2 – Animals at School)

(cf. 7110 – Facilities Master Plan)

(cf. 7111 – Evaluating Existing Buildings)

The Superintendent or designee shall ensure that the district provides auxiliary aids and services where necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program or activity. These aids and services may include, but are not limited to, qualified interpreters or readers, assistive listening devices, notetakers, written materials, taped text, and Braille or large print materials.

(cf. 6020 – Parent Involvement)

Individuals with disabilities shall notify the Superintendent or principal if they have a disability that requires special assistance or services. Reasonable notification should be given prior to the school-sponsored function, program or meeting.

(cf. 9320 - Meetings and Notices)

(cf. 9322 – Agenda/Meeting Materials)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

48985 Notices to parents in language other than English

51007 Legislative intent: state policy

GOVERNMENT COCE

1100 Definitions

11135 Nondiscrimination in programs or activities funded by state

11138 Rules and Regulations

12900-12996 Fair Employment and Housing Act

54953.2 Brown Act compliance with Americans with Disabilities Act

PENAL CODE

422.55 Definition of hate crime

422.6 Interface with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

**OAK PARK UNIFIED SCHOOL DISTRICT
BOARD POLICY**

Series 0000

Philosophy, Goals, Objectives & Comprehensive Plans

BP 0410(c)

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities in Education Act
1681-1688 Discrimination based on sex or blindness, Title IX
2301-2415 Carl D. Perkins Vocational and Applied Technology Act
6311 State plans
6312 Local education agency plans

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964
2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended
2000h-2000h-6 Title IX

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act

36.303 Auxiliary aids and services

CODE OF FEDERAL REGULATIONS, TITLE 34

100.1-100.13 Nondiscrimination in federal programs, effectuating Title VI

104.1-104.39 Section 504 of the Rehabilitation Act of 1973

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

106.9 Dissemination of policy

Management Resources:

CSBA PUBLICATIONS

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Interim Guidance Regarding Transgender Students, Privacy, and Facilities, September 27, 2013

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

~~Providing a Safe, Nondiscriminatory School Environment for All Students, Policy Brief, April 2010~~

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

Notice of Non-Discrimination, January, 1999

Protecting Students from Harassment and Hate Crime, January, 1999

Nondiscrimination in Employment Practices in Education, August, 1991

U.S. DEPARTMENT OF JUSTICE PUBLICATIONS

2010 ADA Standards for Accessible Design, September 2010

WEB SITES

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

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

CaliforniaSafe Schools Coalition: <http://www.casafeschoolscoalition.org>

Pacific ADA Center: <http://www.adapacific.org>

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

U.S. Department of Justice, Civil Rights Division, Americas with Disabilities Act: <http://www.ada.gov>

Adopted: 12-4-01

Amended: 9-17-02, 8-21-12

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: JUNE 17, 2014

SUBJECT: C.4.b. APPROVE ADOPTION OF BOARD POLICY 0460 – LOCAL CONTROL AND ACCOUNTABILITY PLAN – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 0460 – Local Control and Accountability Plan?

BACKGROUND: Board Policy 0460 is being adopted to reflect the requirements of new law (AB 97 and SB 97, 2013) related to the developed of a three-year local control and accountability plan (LCAP) by July 1, 2014, and an updated of the LCP on or before July 1 of each subsequent year. Board Policy 0450 is being submitted with recommended language from CSBA.

- ALTERNATIVES:**
1. Approve adoption of Board Policy 0460 – Local Control and Accountability Plan.
 2. Do not adopt Board Policy 0460 – Local Control and Accountability Plan.
 3. Adopt a modified version of the amendment to Board Policy 0460 – Local Control and Accountability Plan.

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 0000

Philosophy, Goals, Objectives & Comprehensive Plans

BP 0460(a)

Local Control and Accountability Plan

The Governing Board desires to ensure the most effective use of available state funding to improve outcomes for all students. A community-based, comprehensive, data-driven planning process shall be used to identify annual goals and specific actions aligned with state and local priorities and to facilitate continuous improvement of district practices.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

The Board shall adopt a districtwide local control and accountability plan (LCAP), using the template provided by the State Board of Education, which addresses the state priorities specified in Education Code 52060. The LCAP shall be effective for three years and shall be updated on or before July 1 of each year. (Education Code 52060)

In addition, the LCAP shall address any local priorities adopted by the Board. The LCAP shall focus on improving outcomes for all students, particularly those who are "unduplicated students" and other underperforming students.

Unduplicated students include students who are eligible for free or reduced-price meals, English learners, and foster youth and are counted only once for purposes of the local control funding formula. (Education Code 42238.02)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6174 - Education for English Language Learners)

To minimize duplication of effort and provide clear direction for program implementation, the LCAP and other district and school plans shall be aligned to the extent possible.

(cf. 0400 - Comprehensive Plans)

(cf. 0440 - District Technology Plan)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 5030 - Student Wellness)

(cf. 6171 - Title I Programs)

(cf. 7110 - Facilities Master Plan)

The Superintendent or designee shall review the single plan for student achievement (SPSA) submitted by each district school pursuant to Education Code 64001 to ensure that the specific actions included in the LCAP or the annual update are consistent with strategies included in the SPSA. (Education Code 52062)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

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Philosophy, Goals, Objectives & Comprehensive Plans

BP 0460(b)

(cf. 0420 - School Plans/Site Councils)

Any complaint that the district has not complied with legal requirements pertaining to the LCAP may be filed pursuant to AR 1312.3 - Uniform Complaint Procedures. (Education Code 52075)

(cf. 1312.3 - Uniform Complaint Procedures)

Plan Development

The Superintendent or designee shall gather data and information needed for effective and meaningful plan development and present it to the Board and community. Such data and information shall include, but not be limited to, data regarding the numbers of students in various student subgroups, disaggregated data on student achievement levels, and information about current programs and expenditures.

The Board shall consult with teachers, principals, administrators, other school personnel, employee bargaining units, parents/guardians, and students in developing the LCAP. (Education Code 52060)

(cf. 1220 - Citizen Advisory Committees)

(cf. 4140/4240/4340 - Bargaining Units)

(cf. 4143/4243 - Negotiations/Consultation)

(cf. 6020 - Parent Involvement)

Public Review and Input

The Board shall establish the following committee(s) to review and comment on the LCAP: (Education Code 52063)

1. A parent advisory committee including at least one parent/guardian of unduplicated students as defined above

The Superintendent or designee shall present the LCAP or the annual update to the committee(s) before it is submitted to the Board for adoption, and shall respond in writing to comments received from the committee(s). (Education Code 52062)

The Superintendent or designee shall notify members of the public of the opportunity to submit written comments regarding the specific actions and expenditures proposed to be included in the LCAP or the annual update to the LCAP. The notification shall be provided using the most efficient method of notification possible, which may not necessarily include producing printed notices or sending notices by mail. All written notifications related to the LCAP or the annual

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 0000

Philosophy, Goals, Objectives & Comprehensive Plans

BP 0460(c)

update shall be provided in the primary language of parents/guardians when required by Education Code 48985. (Education Code 52062)

The Board shall hold at least one public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in the LCAP or the annual update. The public hearing shall be held at the same meeting as the public hearing required prior to the adoption of the district budget in accordance with Education Code 42127 and AR 3100 - Budget. (Education Code 42127, 52062)

(cf. 3100 - Budget)

(cf. 3460 - Financial Reports and Accountability)

(cf. 9320 - Meetings and Notices)

Adoption of the Plan

Prior to adopting the district budget, but at the same public meeting, the Board shall adopt the LCAP or the annual update. This meeting shall be held after the public hearing described above, but not on the same day as the hearing. (Education Code 52062)

The Board may adopt revisions to the LCAP at any time during the period in which the plan is in effect, provided the Board follows the process to adopt the LCAP pursuant to Education Code 52062 and the revisions are adopted in a public meeting. (Education Code 52062)

Submission of Plan to County Superintendent of Schools

Not later than five days after adoption of the LCAP or the annual update to the LCAP, the Board shall file the LCAP or the annual update with the County Superintendent of Schools. (Education Code 52070)

If the County Superintendent sends, by August 15, a written request for clarification of the contents of the LCAP or the annual update, the Board shall respond in writing within 15 days of the request. If the County Superintendent then submits recommendations for amendments to the LCAP within 15 days of receiving the Board's response, the Board shall consider those recommendations in a public meeting within 15 days of receiving the recommendations. (Education Code 52070)

Monitoring Progress

The Superintendent or designee shall report to the Board, at least annually in accordance with the timeline and indicators established by him/her and the Board, regarding the district's progress

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 0000

Philosophy, Goals, Objectives & Comprehensive Plans

BP 0460(d)

toward attaining each goal identified in the LCAP. Evaluation data shall be used to recommend any necessary revisions to the LCAP.

(cf. 0500 - Accountability)

Technical Assistance/Intervention

When it is in the best interest of the district, the Board may submit a request to the County Superintendent for technical assistance, including, but not limited to: (Education Code 52071)

1. Assistance in the identification of district strengths and weaknesses in regard to state priorities and review of effective, evidence-based programs that apply to the district's goals
2. Assistance from an academic expert, team of academic experts, or another district in the county in identifying and implementing effective programs to improve the outcomes for student subgroups
3. Advice and assistance from the California Collaborative for Educational Excellence established pursuant to Education Code 52074

In the event that the County Superintendent requires the district to receive technical assistance pursuant to Education Code 52071, the Board shall review all recommendations received from the County Superintendent or other advisor and shall consider revisions to the LCAP as appropriate in accordance with the process specified in Education Code 52062.

If the Superintendent of Public Instruction (SPI) identifies the district as needing intervention pursuant to Education Code 52072, the district shall cooperate with any action taken by the SPI or any academic advisor appointed by the SPI, which may include one or more of the following:

1. Revision of the district's LCAP
2. Revision of the district's budget in accordance with changes in the LCAP
3. A determination to stay or rescind any district action that would prevent the district from improving outcomes for all student subgroups, provided that action is not required by a collective bargaining agreement

Legal Reference:

EDUCATION CODE

17002 State School Building Lease-Purchase Law, including definition of good repair

**OAK PARK UNIFIED SCHOOL DISTRICT
BOARD POLICY**

Series 0000

Philosophy, Goals, Objectives & Comprehensive Plans

BP 0460(e)

41020 Audits
42127 Public hearing on budget adoption
42238.01-42238.07 Local control funding formula
44258.9 County superintendent review of teacher assignment
48985 Parental notices in languages other than English
51210 Course of study for grades 1-6
51220 Course of study for grades 7-12
52052 Academic Performance Index; numerically significant student subgroups
52060-52077 Local control and accountability plan
52302 Regional occupational centers and programs
52372.5 Linked learning pilot program
54692 Partnership academies
60119 Sufficiency of textbooks and instructional materials; hearing and resolution
60605.8 California Assessment of Academic Achievement; Academic Content Standards Commission
60811.3 Assessment of language development
64001 Single plan for student achievement
99300-99301 Early Assessment Program
UNITED STATES CODE, TITLE 20
6312 Local educational agency plan
6826 Title III funds, local plans
Management Resources:
CSBA PUBLICATIONS
Impact of Local Control Funding Formula on Board Policies, November 2013
Local Control Funding Formula 2013, Governance Brief, August 2013
State Priorities for Funding: The Need for Local Control and Accountability Plans, Fact Sheet, August 2013
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
California School Accounting Manual
WEB SITES
CSBA: <http://www.csba.org>
California Department of Education: <http://www.cde.ca.gov>

Adopted:

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: JUNE 17, 2014

SUBJECT: C.4.c. APPROVE AMENDMENT TO BOARD POLICY 0500 – ACCOUNTABILITY – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 0500 - Accountability?

BACKGROUND: Board Policy 0500 is being updated to reflect new law (AB 94, 2013) which changes the definition of “numerically significant student subgroups” for purposes of the state accountability system, establishes a new system of technical assistance and intervention for district that meet certain criteria and repeals law that required an annual discussion of each school’s Academic performance Index (API) at a board meeting. Board Policy 0500 is being submitted with recommended changes from CSBA.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy 0500 - Accountability.
 2. Do not amend Board Policy 0500 - Accountability.
 3. Adopt a modified version of the amendment to Board Policy 0500 - Accountability.

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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 0000

Philosophy, Goals, Objectives & Comprehensive Plans

BP 0500(a)

Accountability

The Governing Board recognizes the responsibility to ensure accountability to the public for the performance of district schools. The Board shall regularly review the effectiveness of the district's programs, personnel, and fiscal operations with a focus on the district's effectiveness in improving student achievement. The Board shall establish ~~systems and~~ processes **and measures** to monitor results and to evaluate ~~the district's~~ progress toward accomplishing the district's vision and goals.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

~~*(cf. 0400 - Comprehensive Plans)*~~

(cf. 2140 - Evaluation of the Superintendent)

(cf. 3460 - Financial Accountability and Reports)

(cf. 4115 - Evaluation/Supervision)

(cf. 4215 - Evaluation/Supervision)

(cf. 4315 - Evaluation/Supervision)

(cf. 6011 - Academic Standards)

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6190 - Evaluation of the Instructional Program)

~~*(cf. 9000 - Role of the Board)*~~

~~*(cf. 9005 - Governance Standards)*~~

(cf. 9400 - Board Self-Evaluation)

~~The Board and the Superintendent shall agree upon measures of district, school, and student performance and shall establish a schedule for providing regular reports to the Board and the public regarding district progress.~~

~~*(cf. 0510 - School Accountability Report Card)*~~

~~*(cf. 1100 - Communication with the Public)*~~

~~*(cf. 1112 - Media Relations)*~~

~~Opportunities for feedback from students, parents/guardians, staff and community members shall be made available as part of the review and evaluation of district programs and operations.~~

~~*(cf. 6020 - Parent Involvement)*~~

Indicators of district progress in improving student achievement shall include, but **are** not be limited to, the **state** Academic Performance Index (API) ~~established by the state's accountability system~~ and **the** measures of "adequate yearly progress" (AYP) required under the federal accountability system.

~~*(cf. 0520.1 - High Priority Schools Grant Program)*~~

~~*(cf. 0520.2 - Title I Program Improvement Schools)*~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 0000

Philosophy, Goals, Objectives & Comprehensive Plans

BP 0500(b)

(cf. 0520.3 – Title I Program Improvement Districts)
(cf. 6162.5 – Student Assessment)
(cf. 6162.51 – Standardized Testing and Reporting Program)
(cf. 6162.52 – High School Exit Examination)

Following the annual publication of the API and school rankings by the Superintendent of Public Instruction, the Board shall, at a regularly scheduled meeting, discuss the results of each school's annual ranking. (Education Code 52056)

Alternative schools serving high-risk student populations, including continuation high schools, opportunity schools, and community day schools, shall be subject to an alternative accountability system established by the Superintendent of Public Instruction. (Education Code 52052)

The district and each district school shall demonstrate comparable improvement in academic achievement, as measured by the API, for all numerically significant student subgroups. Numerically significant subgroups include ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, and foster youth, when the subgroup consists of at least 30 students with a valid test score or 15 foster youth. (Education Code 52052)

The Superintendent shall provide regular reports to the Board and the public regarding district and school performance. Opportunities for feedback from students, parents/guardians, staff, and community members shall be made available as part of any review and evaluation of district programs and operations and as part of the development or annual update of the local control and accountability plan (LCAP).

(cf. 0460 – Local Control and Accountability Plan)
(cf. 0510 – School Accountability Report Card)
(cf. 1100 – Communication with the Public)
(cf. 1112 – Media Relations)
(cf. 1220 – Citizen Advisory Committees)
(cf. 6020 – Parent Involvement)

Evaluation results may be used as a basis for ***revising district or school goals, updating the LCAP or other comprehensive plans***, identifying and developing strategies to address disparities in achievement among student subgroups, implementing programmatic changes, determining the need for additional support or assistance, awarding incentives or rewards, and establishing other performance-based consequences.

(cf. 0400 – Comprehensive Plans)
(cf. 0420 – School Plans/Site Councils)
(cf. 4141/4241 – Collective Bargaining Agreement)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 0000

Philosophy, Goals, Objectives & Comprehensive Plans

BP 0500(c)

Legal Reference:

EDUCATION CODE

33127-33129 Standards and criteria for fiscal accountability

33400-33407 CDE evaluation of district programs

44660-44665 Evaluation of certificated employees

51041 Evaluation of the educational program

~~52050-52058 Public Schools Accountability Act~~

52052-52052.1 Academic Performance Index

52055.57-52055.59 Districts identified or at risk of identification for program improvement

52060-52077 Local control and accountability plan

~~60640-60649 Standardized Testing and Report Program~~

CODE OF REGULATIONS, TITLE 5

1068-1074 Alternative schools accountability model, assessments

15440-15463 Standards and criteria for fiscal accountability

UNITED STATES CODE, TITLE 20

6311 Accountability, adequate yearly progress

6312 Local education agency plan

6316 School and district improvement

CODE OF FEDERAL REGULATIONS, TITLE 34

200.13-200.20 Adequate yearly progress

200.30-200.35 **53 Program Improvement** ~~Identification of program improvement schools~~

200.36-200.38 Notification requirements

200.52-200.53 District improvement

Management Resources:

CSBA PUBLICATIONS

Maximizing School Board Governance

WEB SITES

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

CDE, **Accountability**: <http://www.cde.ca.gov/ta/ac>

U.S. Department of Education, ~~No Child Left Behind~~: <http://www.nclb.ed.gov>

Adopted: 12-4-01

Amended: 9-17-02, 5-16-06

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: JUNE 17, 2014

SUBJECT: C.4.d APPROVE AMENDMENT TO BOARD POLICY 5145.3 – NONDISCRIMINATION/HARASSMENT – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 5145.3 – Nondiscrimination/Harassment?

BACKGROUND: Board Policy 5145.3 is a mandated policy updated to reflect new law (AB 1266) which requires districts to permit a student to participate in sex-segregated school programs and activities, including athletic teams and competitions, and to use facilities consistent with the student’s gender identity, regarding of his/her gender as listed on his/her educational records. Materials regarding the designation of a district Coordinator for Nondiscrimination, provisions of training and information about the district’s nondiscrimination policy, grievance procedures moved to new AR. Board Policy 5145.3 is being submitted with recommended changes from CSBA.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy 5145.3 – Nondiscrimination/Harassment.
 2. Do not amend Board Policy 5145.3 – Nondiscrimination/Harassment.
 3. Adopt a modified version of the amendment to Board Policy 5145.3 – Nondiscrimination/Harassment.

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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5145.3(a)

Nondiscrimination/Harassment

The Governing Board desires to provide a safe school environment that allows all students equal access and opportunities in the district's academic and other educational support programs, services, and activities. The Board prohibits, at any school or school activity, unlawful discrimination, harassment, intimidation, and bullying of any student based on the student's actual race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

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

(cf. 5131 – Conduct)

(cf. 5131.2 – Bullying)

(cf. 5137 – Positive School Climate)

(cf. 5145.9 - Hate-Motivated Behavior)

(cf. 5146 - Married/Pregnant/Parenting Students)

(cf. 6164.6 - Identification and Education under Section 504)

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

The Board also prohibits any form of retaliation against any student who files a complaint or report regarding an incident of discrimination, harassment, intimidation, or bullying.

The Superintendent or designee shall ~~provide age appropriate training and information to students, parents/guardians, and employees regarding discrimination, harassment, intimidation, and bullying, including, but not limited to, the district's nondiscrimination policy, what constitutes prohibited behavior, how to report incidents, and to whom such reports should be made.~~ ***facilitate students' access to the educational program by publicizing the district's nondiscrimination policy and related complaint procedures to students, parents/guardians, and employees. He/she shall provide training and information on the scope and use of the policy and complaint procedures and take other measures designed to increase the school community's understanding of the requirements of law related to discrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to or participation in the educational program. He/she shall report his/her findings and recommendations to the Board after each review.***

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5145.3(b)

~~(cf. 1312.3 – Uniform Complaint Procedures)~~

~~(cf. 1330 – Use of Facilities)~~

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

~~In providing instruction, guidance, supervision, or other services to district students, employees and volunteers shall carefully guard against segregating or stereotyping students.~~

~~(cf. 1240 – Volunteer Assistance)~~

~~(cf. 6145 – Extracurricular and Cocurricular Activities)~~

~~(cf. 6145.2 – Athletic Competition)~~

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

~~The principal or designee shall develop a plan to provide students with appropriate accommodations when necessary for their protection from threatened or potentially harassing or discriminatory behavior.~~

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

~~(cf. 4118 - Suspension/Disciplinary Action)~~

~~(cf. 4119.21/4219.21/4319.21 – Professional Standards)~~

~~(cf. 4218 - Dismissal/Suspension/Disciplinary Action)~~

~~(cf. 5144 - Discipline)~~

~~(cf. 5144.1 - Suspension and Expulsion/Due Process)~~

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

~~(cf. 5145.2 – Freedom of Speech/Expression)~~

Grievance Procedures

~~The Board hereby designates Assistant Superintendent as Coordinator for Nondiscrimination to handle complaints regarding discrimination and inquiries regarding the district's nondiscrimination policies:~~

~~Assistant Superintendent, Human Relations~~

~~Oak Park Unified School District~~

~~5801 E. Conifer Street~~

~~Oak Park, CA 91377~~

~~818-735-3226~~

~~(cf. 1312.1 – Complaints Concerning District Employees)~~

~~(cf. 1312.3 – Uniform Complaint Procedures)~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5145.3(c)

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

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

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

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

~~(cf. 5145.7—Sexual Harassment)~~

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

~~(cf. 1113—District and School Web Sites)~~

~~(cf. 1114—District-Sponsored Social Media)~~

~~(cf. 6163.4—Student Use of Technology)~~

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

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex, especially:

48900.3 Suspension or expulsion for act of hate violence

48900.4 Suspension or expulsion for threats or harassment

48904 Liability of parent/guardian for willful student misconduct

48907 Student exercise of free expression

48950 Freedom of speech

48985 Translation notices

49020-49023 Athletic programs

51500 Prohibited instruction or activity

51501 Prohibited means of instruction

60044 Prohibited instructional materials

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5145.3(d)

CIVIL CODE

1714.1 Liability of parents/guardians for willful misconduct of minor

PENAL CODE

422.55 Interference with constitutional right or privilege

422.6 Crimes, harassment

CODE OF REGULATIONS, TITLE 5

432 Student record

4600-4687 Uniform Complaint Procedures

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

UNITED STATES CODE, TITLE 20

1681-1688 Title IX of the Education Amendments of 1972

UNITED STATES CODE, TITLE 42

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

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

CODE OF FEDERAL REGULATIONS, TITLE 34

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

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

106.9 Notification of nondiscrimination on basis of sex

COURT DECISIONS

Donovan v. Poway Unified School District (2008) 167 Cal.App.4th 567

Flores v. Morgan Hill Unified School District, (2003) 324 F.3d 1130

Management Resources:

CSBA PUBLICATIONS

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Interim Guidance Regarding Transgender Students, Privacy, and Facilities, September 27, 2013

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

~~Providing a Safe, Nondiscriminatory School Environment for All Students, Policy Brief, April 2010~~

FIRST AMENDMENT CENTER PUBLICATIONS

Public Schools and Sexual Orientation: A First Amendment Framework for Finding Common Ground, 2006

NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS

Dealing with Legal Matter Surrounding Students' Sexual Orientation and Gender Identity, 2004

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

Dear Colleague Letter: Harassment and Bullying, October 2010

Notice of Non-Discrimination, January, 1999

WEB SITES

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

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

California Safe Schools Coalition: <http://www.casafeschools.org>

First Amendment Center: <http://www.firstamendment.org>

National School Boards Association: <http://www.nsba.org>

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

Adopted: 10-15-80

Amended: 5-20-86, 8-18-92, 9-17-02, 9-21-10, 8-21-12, 11-19-13

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: JUNE 13, 2014

SUBJECT: C.4.e. APPROVE AMENDMENT OF BOARD POLICY AND ADMINISTRATIVE REGULATION 5030 – STUDENT WELLNESS

ISSUE: Should the Board of Education approve amendment of Board Policy and Administrative Regulation 5030 – Student Wellness?

BACKGROUND: Board Policy and Administrative Regulation 5030 is being submitted to reflect the language created by the work of the Wellness Council.

- ALTERNATIVES:**
1. Approve the amendment of Board Policy and Administrative Regulation 5030 – Student Wellness.
 2. Do not approve the amendment Board Policy and Administrative Regulation 5030 – Student Wellness.

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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

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School Wellness

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. As part of this mission, the District supports and strives to model a healthy environment where children learn positive lifestyle and dietary practices leading to habits that will carry throughout their lifetimes.

The District promotes healthy schools by supporting wellness, good nutrition and regular physical activity as vital components of the total learning environment. It is the goal of the District to have schools contribute to the basic health status of children by facilitating learning through the support and promotion of good nutrition and physical activity, and schools cannot achieve their primary mission of education if students are not healthy and fit physically, mentally, and socially.

In addition, the District recognizes the role of the school as part of the larger community to help eradicate the pervasive public health problem of childhood obesity. As a component of the Child Nutrition and WIC Reauthorization Act of 2004 (Public Law 108-265: Section 204), the U.S. Congress established a requirement that all school districts with a federally funded school meal program form a Wellness Committee.

It is the desire of the Oak Park Unified School District that:

- The District will engage students, parents, teachers, child nutrition professionals, health professionals, and other interested community members in developing, implementing, monitoring, and reviewing district-wide nutrition and physical activity policies.
- All students in grades K-12 will have opportunities, support, and encouragement to be physically active on a regular basis.
- Foods and beverages sold or served at school will meet guidelines set forth in this policy and also meet or exceed the nutrition state and federal guidelines.
- The health, environmental, and animal welfare benefits of a more plant-based diet will be emphasized in education and practice.
- Meals served will reflect the ethnic diversity of the school district.
- Qualified child nutrition professionals will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students, and will accommodate the religious, ethnic, and cultural diversity of the student body in meal planning, and will provide clean, safe, and pleasant settings and adequate time for students to eat.

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- Schools will provide nutrition education for both students and families, and provide physical education to all students in order to foster lifelong habits of healthy eating and physical activity, and will establish linkages between health education and school meal programs, and with related community services.

(cf. 0000 - Vision)

(cf. 0100 - Philosophy)

(cf. 0200 - Goals for the School District)

(cf. 1325 - Advertising and Promotion)

(cf. 3312 - Contracts)

(cf. 5141.6 - Student Health and Social Services)

(cf. 6010 - Goals and Objectives)

(cf. 6142.7 - Physical Education)

(cf. 6142.8 - Comprehensive Health Education)

Preamble

Whereas, a healthy diet and physical activity are needed in order for children to grow, learn, and thrive;

Whereas, good health fosters student attendance and education;

Whereas, obesity rates have doubled in children and tripled in adolescents over the last two decades, and physical inactivity and excessive caloric intake are the predominant causes of obesity;

Whereas, heart disease, cancer, stroke, and diabetes are responsible for two-thirds of deaths in the United States, and major risk factors for those diseases, including unhealthy eating habits, physical inactivity, and obesity, often are established in childhood; and,

Whereas, there are many health, environmental, and animal welfare benefits to eating a more plant-based diet;

Whereas, school gardens bring an understanding of agriculture, promote outdoor activity, and foster healthy eating habits;

Whereas, community participation is essential to the development and implementation of successful school wellness policies; and

Whereas, this policy and the associated administrative regulations will be evolutionary in nature and movement toward these standards will be implemented as practical and affordable.

Therefore be it resolved, the Oak Park Unified School District is committed to providing school environments that promote and protect children's health, well-being, and ability to learn by supporting healthy eating and physical activity.

Nutritional Quality of Food and Beverages Sold and/or Provided on Campus

OPUSD is committed to providing students with foods and beverages of optimal nutritional value. All foods served will meet or exceed nutrition requirements established by local, state and

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federal statutes and regulations as well as meeting new district standards outlined in Administrative Regulations.

The District shall also establish procedures and standards to be used for food given to students either as a reward or a celebration, food sold at fundraisers, and food sold on campus by groups other than Child Nutrition including vending machines and student stores.

(cf. 1230 - School-Connected Organizations)

Nutrition/Health Education Goals

The Oak Park Unified School District policy aims to teach, encourage and support health-promoting behaviors in students and staff. To meet these goals the Board has established guidelines to promote student learning, environmental responsibility and waste reduction, communications with parents, food marketing in schools, and staff wellness in Administrative Regulations.

Goals for Physical Education and Physical Activity

Schools in the district will provide all students in kindergarten through grade twelve (K-12) the opportunity, support, and encouragement to be physically active on a regular basis through a variety of physical education instruction and physical activity programs. Physical Education instruction will include fitness-based activities that are fun and strongly encourage student involvement. The largest emphasis will be placed on personal fitness in all classes. All programs will work towards students achieving an active lifestyle and the development of life-long healthy habits.

The Board has established guidelines on physical education, curriculum and instruction, facilities for physical education instruction, assessment of student learning, professional development, goals for student learning, physical activity, daily recess, integrating physical activity into the classroom, opportunities for physical activity before and after school, safe routes to school, use of school facilities outside of school hours, student safety during physical activity, physical activity for school staff, and goals for other school-based activities in Administrative Regulation.

(cf. 6142.7 - Physical Education)

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

Formation of a Wellness Council

The District Wellness Council will implement, monitor, and, as necessary, strengthen all

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components of the Local Wellness Policy.

The committee will be comprised of district administrators, a member of the Board, teachers, the school nurse, the child nutrition director, parents, members of the community and students, and will serve as a resource to school sites for implementing and monitoring the District Wellness Policy.

(cf. 1220 - Citizen Advisory Committees)

(cf. 9140 - Board Representatives)

Legal Reference:

EDUCATION CODE

49430-49436 Pupil Nutrition, Health, and Achievement Act of 2001

49490-49493 School breakfast and lunch programs

49500-49505 School meals

49510-49520 Nutrition

49530-49536 Child Nutrition Act

49540-49546 Child care food program

49547-49548.3 Comprehensive nutrition services

49550-49560 Meals for needy students

49565-49565.8 California Fresh Start pilot program

49570 National School Lunch Act

51222 Physical education

51223 Physical education, elementary schools

CODE OF REGULATIONS, TITLE 5

15500-15501 Food sales by student organizations

15510 Mandatory meals for needy students

15530-15535 Nutrition education

15550-15565 School lunch and breakfast programs

UNITED STATES CODE, TITLE 42

1751-1769 National School Lunch Program, especially:

1751 Note Local wellness policy

1771-1791 Child Nutrition Act, including:

1773 School Breakfast Program

1779 Rules and regulations, Child Nutrition Act

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch Program

220.1-220.21 National School Breakfast Program

Management Resources:

CSBA POLICY BRIEFS

The New Nutrition Standards: Implications for Student Wellness Policies, November 2005

CSBA PUBLICATIONS

Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. 2005

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Healthy Children Ready to Learn, January 2005

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Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2003
Physical Education Framework for California Public Schools, Kindergarten Through Grade 12, 1994
CENTERS FOR DISEASE CONTROL PUBLICATIONS
School Health Index for Physical Activity and Healthy Eating: A Self-Assessment and Planning Guide for Elementary and Middle/High Schools, 2004
NATIONAL ASSOCIATION OF STATE BOARDS OF EDUCATION (NASBE) PUBLICATIONS
Fit, Healthy and Ready to Learn, 2000
U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS
Dietary Guidelines for Americans, 2005
Team Nutrition, Food and Nutrition Services, Changing the Scene, Improving the School Nutrition Environment: A Guide to Local Action, 2000

WEB SITES

CSBA: <http://www.csba.org>
California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/l/nu>
California Department of Health Services: <http://www.dhs.ca.gov>
California Healthy Kids Resource Center: <http://www.californiahealthykids.org>
California Project LEAN (Leaders Encouraging Activity and Nutrition): <http://www.californiaprojectlean.org>
Centers for Disease Control and Prevention (CDC): <http://www.cdc.gov>
Dairy Council of California: <http://www.dairycouncilofca.org>
National Alliance for Nutrition and Activity: <http://www.cspinet.org/nutritionpolicy/nana.html>
National Association of State Boards of Education: <http://www.nasbe.org>
National School Boards Association: <http://www.nsba.org>
School Nutrition Association: <http://www.schoolnutrition.org>
Society for Nutrition Education: <http://www.sne.org>
U.S. Department of Agriculture: http://www.fns.usda.gov/tn/Healthy/wellnesspolicy_steps.html

Adopted: 10-18-05

Amended: 5-16-06

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School Wellness

District Standards for Nutritional Quality of Foods and Beverages Sold on Campus

Meals served through the National School Lunch Program and other food provided or sold by schools during the school day will be modified as follows:

- All foods served will be appealing and attractive to children;
- All meals will be served in clean and pleasant settings;
- Foods that contain potentially harmful food additives, including artificial preservatives nitrates, nitrites, artificial sweeteners, bovine growth hormone, high fructose corn syrup, excessive salt, artificial flavors and colors, hydrogenated oils (transfats), and antibiotics shall not be sold or served;
- The District will continue to participate in the national Meatless Monday program sponsored by the Johns Hopkins Bloomberg School of Public Health. This participation includes, but is not limited to, conference calls and meetings. Promotional materials will be posted on the District website and in the school cafeterias;
- The health, environmental, and animal welfare advantages of a more plant-based diet will be promoted, and meals that are “environmentally friendly” and/or “animal friendly” will be prominently demarcated and publicized as such;
- No beef, pork, lamb, or fish will be served at any time as is the current practice;
- Plant-based foods served will provide the sufficient nutrients, including required levels of proteins, to ensure high quality nutrition.
- Chicken and turkey served should be pasture-raised and third party humanely certified. Additional costs for this will be reflected in the meal prices for students choosing these options, if necessary. If this is not available, practical, or affordable within reason, California-raised, free-range poultry may be served. Our goal is not to serve ‘Factory’ or ‘industrial farmed’ poultry however. the serving of conventional poultry may be required due to budgetary or other practical concerns.
- Products such as *Beyond Meat* will be used in various dishes in order to provide plant based options with similar gastronomical elements to those found in animal products;
- Eggs served should be pasture-raised and third party humanely certified. If this is not practical or affordable, California free-range eggs may be used. Our goal is not to serve ‘Factory farmed’ or ‘industrial farmed’ eggs, however, the serving of conventional eggs may be required due to budgetary or other practical concerns.
- Every effort will be made to source products and ingredients that are organic or at a minimum Non-GMO;
- Bread products will meet all of the standards set forth in these regulations and be at least 51% whole grain. This includes, but is not limited to, pizza crust and sandwich bread;
- The exposure of children to potentially harmful residues of toxic agricultural chemicals such as pesticides, herbicides, fertilizers, waxes, and fungicides will be reduced through the use of

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organic products whenever practical. An intensive farm-to-school program will be developed that can deliver locally grown organic produce to the cafeterias;

- Each and every meal will contain fresh fruit vegetables, whole grains, or legumes, with a variety of choices that, when practical, should be from local and organic sources;
- Schools shall offer a variety of fresh fruits and vegetables, at least two vegetables and two fruit choices each day, and five different fruits and five different vegetables over the course of a week;
- Food grown in the organic school gardens will be used in the menus as available;
- Milk should be from pasture-raised, grass-fed cows, and third party humanely certified. It must also be hormone free and not from cows that have had antibiotics administered. If this is not practical or affordable, fat-free and low-fat hormone and antibiotic-free milk will be offered as required by law. Flavored milk must be fat-free and meet all other requirements of this policy, including, but not limited to, the avoidance of HFC, artificial flavors, hormones and antibiotics and will be made available 3 days per week at the elementary schools and daily at the secondary schools. Milk alternatives, including soy or almond milk, plain or flavored, will be available options for students at all levels every day. When possible, milk alternatives will be used in the cooking and baking process;
- Cheese and cheese products must be vegetarian and not contain animal rennet if at all possible and practical. When possible these should be from milk produced outside the factory and industrial agriculture process. Plant-based cheese alternatives will be tested and used if deemed to be of acceptable quality;
- Ingredients and preparation methods of entrees in the elementary schools will be shared with parents and students. The information will be made available in the District's cafeterias as well as on the Oak Park Unified School District's web site.
- The healthiest lunch choices, such as salads and fresh fruit, will be prominently displayed in the cafeterias to encourage students to make healthy choices. All schools will have a salad bar for sale at least twice a month, if volunteers are able to assist, that features fresh organic and locally grown produce. It is the goal for all salads to be comprised of fresh organic and locally grown produce, however if the inclusion of these products is not practical, then pre-made salads will be served. In either instance, salads will be available regularly at the elementary schools and daily at the secondary schools.
- Child Nutrition will pursue products with no added sugar and secondarily with no processed sugar for the a la carte items, also referred to as competitive foods, offered at the middle school and at the high school;
- A program to promote the use of the hydration stations will be developed at every school. This will include the sale or provision of a reusable water bottle for every student at the start of the school year. These will be available for sale throughout the year from the school. The sale of water in plastic bottles will include an up-charge of .25 with the proceeds going to WaterAid International;

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- Food that reflects the ethnic diversity of the school district will be incorporated into the menu;
- Students will be regularly surveyed to receive input regarding the quality of the program and to ensure that menu items are pleasing and desirable;
- The National School Lunch Program is a Federal and State funded program designed to assist those families in need of financial assistance in providing nutritious meals to their children. The District will make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-price school meals.

(cf. 3553 - Free and Reduced Price Meals)

Meal Times and Scheduling

Schools:

- Will provide students in middle and high schools with at least 20 minutes after sitting down for lunch, and will require students in elementary school to remain seated to eat for at least 10 to 15 minutes prior to playing;
- Should schedule meal periods at appropriate times, e.g., lunch should be scheduled between 11 a.m. and 1 p.m.;
- Should not schedule tutoring, club, or organizational meetings or activities during mealtimes, unless students may eat during such activities;
- Will be encouraged to schedule lunch periods to follow recess periods (in elementary schools);
- Will encourage parents to volunteer during lunch to engage students in special tastings and other exposures to a variety of foods;
- Will provide students access to hand washing before they eat meals or snacks.

Qualifications of School Food Service Staff

Qualified Child Nutrition professionals will administer the school meal programs. As part of the District's responsibility to operate a high-quality Child Nutrition program, the District will provide continuing professional development for all Child Nutrition professionals in the District's school cafeterias. Staff development programs will include appropriate certification and/or training programs for child nutrition directors, school nutrition managers, and cafeteria workers, according to their levels of responsibility in areas including safe food handling, food preparation, and service. A full-time Director of Child Nutrition will lead and manage this program according to these guidelines and will be in place by August 2014, assuming funding permits. The individual selected will be tasked with, among other responsibilities, developing and managing a Child Nutrition program that meets the standards set forth in this policy and administrative regulations.

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Other Food Served and Sold

Class Parties

- The District desires parents, guardians, volunteers, staff, and faculty to support the District's nutrition education program by: considering nutritional quality when selecting any snacks which they may donate or offer in the school and/or for occasional class parties; limiting foods (or beverages) that do not meet nutritional standards to no more than one food (or beverage) per party;
- Both parents and staff will be urged to follow District nutrition standards when providing food during and after school meetings, rehearsals, practices, cooking classes, and similar activities for which students are present;
- It will be left up to the teacher's discretion to arrive at a maximum either of one agreed upon food that does not comply with the nutrition standards for celebrations and/or holidays such as Valentine's Day or Halloween;
- The OPUSD recommended list of school snacks shall be utilized;
- Class parties or celebrations shall be held after the lunch period whenever possible;
- In light of wellness concerns, dietary restrictions and food allergies prevalent among students, birthdays will be celebrated in ways that do not involve bringing in outside food or beverages to the classroom including after school hours.

Fundraising/Rewards

To promote and ensure wherever possible healthy attitudes toward food and nutritional offerings of food:

- Food shall not be an individual reward for students' academic performance, accomplishments or behavior;
- Food provided by the school shall comply with District nutrition standards.
- The district requires school organizations to use healthy food items or non-food items for fundraising purposes;
- Foods sold after school must meet District nutrition standards;
- Food sold at fundraisers on District property such as the Snack Shack at OPHS and similar fund raising venues and events should be in compliance with these standards. Members of the Wellness Council and the Child Nutrition Department will work with PTO and ASB organizations to provide suggestions including, but not limited to, sourcing of food at District cost to support a gradual transition, as well as ongoing functioning.

(cf. 1230 - School-Connected Organizations)

Nutrition/Health Education Goals

To meet the Nutrition/Health Education goals, the Board will promote and enable schools to:

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- Establish an organic instructional garden (tilled ground, raised bed, container, nearby park, community garden, farm or lot) of sufficient size to provide students with experiences in planting, harvesting, food preparation, serving and tasting, including ceremonies and celebrations that observe food traditions, integrated with nutrition and core health curriculum and articulated with state standards. Harvested produce should be used in the cafeterias as available;
- Explore a farm to school program that would involve the development of a working farm on one acre of land at Oak Park High School. Students would take outdoor education classes with a diverse curriculum, the focus of which would be agriculture, and the small farm would supply fresh organic produce to the Child Nutrition program;
- Integrate hands-on experiences in gardens and classrooms with other relevant enriching activities such as farm field studies, farmers' markets tours, visits to community gardens and visits to health promotion/health care facilities. These opportunities will align with core health curriculum so that students begin to understand how lifestyle-related behaviors affect health, quality of life and longevity, and how nutrition, food development/distribution affect individual/community health;
- Offer a Wellness Council approved nutrition/health education program at each grade level as part of a sequential, coordinated, comprehensive, standards-based program designed to provide students with the knowledge and skills necessary to promote and protect their health;
- Emphasize a health/nutrition curriculum that includes the caloric balance between food intake and energy expenditure (physical activity/exercise) and which links to the school meal program, other school foods and nutrition-related community services;
- Offer health education not only in health/PE classes but also creatively integrate it into other subjects such as math, science, language arts, social sciences, and electives;
- Limit health education materials such that they may not be provided by industry-sponsored groups such as the Dairy Council or the meat producers associations;
- Include enjoyable, developmentally-appropriate, culturally-relevant, participatory activities such as contests, promotions, cooking demonstrations or taste-testings;
- Promote fruits, vegetables, whole grain products, healthy food preparation methods and health-enhancing nutrition practices;
- Engage students as active participants in developing, advocating, and implementing nutrition and health-related policies, programs, and services;
- Provide instructional staff with adequate and ongoing in-services in health education that focus on teaching strategies that assess health knowledge and skills and promote healthy behaviors;
- Integrate eating experiences, gardens, cooking classes and nutrition/health education into the core academic curriculum at all grade levels;

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AR 5030(f)

- Play a role in a district recycling program that begins with the purchase of recycled products and maximizes the reduction of waste by recycling, composting and purchasing recycled products;
- Install full-service kitchens at school sites where public bond money is expended to repair or remodel the schools;
- Encourage schools to incorporate a brief physical activity/relaxation technique such as tai chi or yoga.

(cf. 6010 - Goals and Objectives)

(cf. 6011 - Academic Standards)

(cf. 6143 - Courses of Study)

Goals for Student Learning

Students will:

- Understand and demonstrate behaviors that prevent disease and speed recovery from illness, based on self-management skills related to diet, physical activity and safe food handling;
- Demonstrate ways in which they can enhance and maintain healthy lifestyle-related behaviors, using knowledge gained from curriculum and current medical recommendations and implementing skills that demonstrate personal responsibility, especially in positive goal setting and decision making;
- Analyze the influence of family, peer pressure, culture, media, technology and other factors on their decisions related to nutrition, physical activity, and lifestyle choices;
- Understand and demonstrate how to be positive, active role models for promoting health-enhancing behaviors (including healthful food and beverage choices) for their families, peers and community through advocacy and interpersonal communication skills;
- Understand and accept individual differences in human growth and development and the relationship between the human body, nutrition and healthy behaviors;
- Identify information, products, and services to promote healthy growth and development;
- Explore various food, agriculture, nutrition and health-related careers as vocational options.

(cf. 6142.8 - Comprehensive Health Education)

Environmental Responsibility and Waste Reduction

The Governing Board will ensure that:

- Meals prepared at school utilize fresh, whole, unpackaged, unprocessed or minimally-processed ingredients, to the maximum extent possible, in order to preserve nutritional content and reduce packaging waste;

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AR 5030(g)

- Cafeterias model environmentally-sound practices and educate/involve students and staff in reducing waste, composting, recycling and purchasing recycled materials;
- Packaging containing school meals is made of recycled materials that can (possibly) be recycled again;
- A food waste collection program will be implemented at all of the schools.

Communications with Parents

The District and school sites will:

-
- Support parents' efforts to provide a healthy diet to their children and ensure ample opportunity for daily physical activity during the regular school day;
- Offer lifestyle-enriching seminars for staff, parents and students and send home nutrition/health information, post healthy lifestyle tips on the district wellness website and provide nutrient analyses of school menus;
- Encourage parents to pack healthy lunches and snacks and to refrain from including beverages and foods that do not meet state/district nutrition standards;
- Provide parents a list of foods that meet the district's snack standards and offer ideas for healthy celebrations/parties, rewards, and fundraising activities;
- Create opportunities for parents to share their healthy food practices with others in the school community through parent-support groups and district-wide events, such as the International Gala;
- Provide information about physical education and other school-based physical activity opportunities before, during, and after the school day and support parents' efforts to provide their children with opportunities to be physically active outside of school.

(cf. 1113 - District and School Web Sites)

(cf. 6020 - Parent Involvement)

Food Marketing in Schools

School-based marketing will:

- Be consistent with district nutrition education and health promotion goals. As such, schools will limit food and beverage marketing to the promotion of foods and beverages that meet state/district nutrition standards for meals;
- Refrain from promoting predominantly low-nutrition foods and beverages, focusing instead on promotion of healthy foods, including fruits, vegetables, and whole grains; Use point-of-sale “teachable moments” to reinforce good nutrition and healthy lifestyle-related behaviors.

(cf. 3312 - Contracts)

(cf. 3550 - Food Service/Child Nutrition Program)

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(cf. 3554 - Other Food Sales)

(cf. 5148 - Child Care and Development)

(cf. 6300 - Preschool/Early Childhood Education)

Goals for Physical Education and Physical Activity

Definitions

Physical education is a planned sequential program of curricula and instruction that helps students develop the knowledge, skills, and confidence necessary for an active lifestyle.

Physical activity refers to participation in activities that require physical effort. Physical activity programs may provide participants with structured activity such as games and sports, unstructured activity, such as walking programs and dance, or opportunities to participate in physical activity in the daily routine, such as walk-to-school programs.

Physical Education

The minimum requirements for physical education in OPUSD are:

- All K-12 students (including students with disabilities and/or special health-care needs and those in alternative educational settings) will receive physical education instruction as designated (Education Codes 51210, 51222, and 51223);
- A minimum of 200 minutes for every 10 school days for students in grades 1-6;
- A minimum of 400 minutes for every 10 school days for students in grades 7-10;
- Temporary exemptions from physical education should be limited to students whose medical conditions do not allow for inclusion in the general, modified, or adapted physical education program. (Education Code 51241);
- High school students who are exempt from two years of physical education in grades 10, 11, or 12, per local district policy, must be provided with the opportunity to participate in a variety of physical education elective courses. (Education Codes 51222(b) and 51241);
- High school physical education course content will include each of the following areas when facilities, safety, and budget constraints allow: (1) effects of physical activity on dynamic health; (2) mechanics of body movement; (3) aquatics; (4) gymnastics and tumbling; (5) individual and dual sports; (6) rhythm and dance; (7) team sports; and (8) combatives. (5 CCR 10060);
- Physical education instruction is delivered directly by a teacher credentialed to teach physical education, K-12. (Education Code 44203);
- Class size is consistent with the requirements of good instruction and safety. (5 CCR 10060) Class size will be discussed by Physical Education teachers and Site Administrators to ensure that good instruction and safety guidelines are being followed if problems arise;

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- OPUSD will administer the State of California Physical Fitness test annually to all students in grades five, seven, and nine during the months of February, March, April, or May. (Education Code 60800);
- Tests will be administered by credentialed teachers who have received proper training in testing protocol;
- Students will receive their individual fitness test results upon completing the test (Education Code 60800);
- Teachers and other school and community personnel will not use physical activity such as running laps or push-ups, or withhold opportunities for physical activity such as recess or physical education as punishment. (Education Code 49001).

Curriculum and Instruction

Instruction in physical education should be based on the physical education content standards and should include the following:

- Full inclusion of all students;
- At least 50 percent of instructional time spent in moderate-to-vigorous physical activity;
- Maximum participation and ample practice opportunities for class activities;
- A variety of instructional techniques and opportunities for growth and success;
- Differentiation when possible and appropriate;
- Well-designed lessons that facilitate student learning;

- Out-of-school assignments that support learning in the class room, the practice of learned skills, and that are health and fitness based;
- Appropriate discipline and class management;
- Instruction in a variety of motor skills designed to enhance the physical, mental, and social/emotional development of every child;
- Fitness education and assessment to help students understand, improve, and/or maintain their physical well-being. This assessment shall be explained, practiced, and reported to students and their parents;
- Development of cognitive concepts about motor skills and fitness;
- Include outside speakers and experts in regard to health and fitness.

Facilities for Physical Education Instruction

- Physical Education facilities should be considered a learning environment at each site;
- School personnel will minimize the use of physical education facilities for non-instructional purposes during the school day. A master calendar for physical education facilities should be kept at each site so that all parties are aware of facility use;

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AR 5030(j)

- Physical Education facilities should be properly maintained by the site and district on a regular basis ensuring safety and security for students and teachers. The district and sites should continue with a system of communication that ensures proper maintenance;
- When weather or other activities create conflicts in the usage of physical education facilities, site administration and physical education teachers should work together to find acceptable alternatives.

Assessment of Student Learning

- OPUSD will send each student's physical fitness test results to parents and guardians;
- In addition to the required physical fitness test, assessment of student learning and accurate reporting of progress should be an ongoing process in physical education;
- When possible, the use of technology to assess student learning and fitness should be used;
- When possible, student assessment should be tracked throughout their time in OPUSD to measure growth and development over a period of years.

Professional Development

- Teachers assigned to deliver physical education instruction should receive focused, on-going professional development related to curriculum, instruction, and assessment in physical education. The district will help facilitate this training when possible.

(cf. 4131- Staff Development)

(cf. 4331- Staff Development)

Goals for Student Learning

The CDE's 2004 *Physical Education Model Content Standards for California Public Schools: Kindergarten Through Grade Twelve* outlines the essential skills and knowledge that all students need for maintaining a physically active lifestyle.

The five overarching state standards that students shall demonstrate are:

- Motor skills and movement patterns needed to perform a variety of physical activities;
- Knowledge of movement concepts, principles, and strategies as they apply to learning and the performance of physical activities;
- The assessment and maintenance of a level of physical fitness to improve health and performance;
- Knowledge of physical fitness concepts, principles, and strategies to improve health and performance;

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AR 5030(k)

- The utilization of psychological and sociological concepts, principles, and strategies as applied to the learning and performance of physical activities.

Physical Activity

It is recommended that:

Daily Recess

- All elementary school students will have at least 20 minutes a day of supervised recess, preferably outdoors, during which schools should encourage moderate-to-vigorous physical activity, including the provision of space and equipment.

Integrating Physical Activity into the Classroom

- Schools will discourage extended periods, such as periods of two or more hours, of inactivity. When activities such as mandatory school wide testing necessitate that students remain indoors for long periods of time, schools should give students periodic breaks during which they are encouraged to stand and be moderately active;
- Classroom time in physical education should be spent on learning and discussing health and fitness related topics when possible.

Opportunities for Physical Activity Before and After School

- Schools will offer a range of activities that meet the needs, interests, and abilities of all students, including boys, girls, students with disabilities, and students with special health-care needs;
- All elementary, middle, and high schools will offer extracurricular physical activity programs, such as physical activity clubs, intramural programs, and special events that focus on physical activity. Oak Park High School should continue to offer interscholastic sports programs, as appropriate;
- After school enrichment programs will provide and encourage daily periods of moderate-to-vigorous physical activity for all participants, including the provision of space and equipment.

Safe Routes to School

- The school district will assess and, if necessary, improve students' ability to safely walk and bike to school. When appropriate, the district should collaborate with local public works, public safety, and/or police departments to achieve safe routes for walking and biking to school;
- OPUSD will explore the availability of federal "safe routes to school" funds, administered by the State Department of Transportation, to finance such improvements;

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5030(l)

- OPUSD will encourage students to walk or bike to school. This will help alleviate transportation problems and encourage personal fitness.

Use of School Facilities Outside of School Hours

- School facilities and open spaces at school will be made available to students, staff, and community members before, during, and after the school day, on weekends, and during school vacation periods when appropriate and possible. School facilities and open spaces also should be made available to community agencies and organizations that offer physical activity and nutrition programs;
- School facility use agreements with these groups should include clauses that provide for payment, upkeep, care, and maintenance for all school facilities being used;
- Schools are encouraged to develop joint-use agreements or memoranda of understanding with civic and community partners to implement formal agreements for the use of school facilities. Joint-use agreements will include clauses that provide for care and maintenance of the school facilities.

Student Safety During Physical Activity

- The school/district will establish rules and procedures concerning safety for students and staff and assign responsibility for these rules and procedures appropriately;
- The school/district, working in collaboration with community health officials, will establish local standards for weather (heat) and air quality regarding students' participation in outdoor physical activity. The district will also establish policies that encourage the use of hats and sunscreen to prevent skin cancer and sun caused skin damage;
- The school/district will ensure that students and staff have access to appropriate hydration, such as water or other fluids;
- The school/district, in conjunction with a nurse, will develop an emergency response system to expedite aid to students and/or staff who are injured or become ill at school. The emergency response system should be communicated to the school community, and the necessary training and practice should take place on a regular basis;
- Equipment used for physical activity will be properly monitored and maintained to ensure participants' safety;
- The school/district, in conjunction with a nurse and the physical education teacher, should develop policies that outline guidelines for student participation in physical activity at school when they have a medical condition. These policies will be communicated to all members of the school community and be designed to protect students' well-being and provide for maximum participation of students in physical activity, at an appropriate level

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5030(m)

Physical Activity for School Staff

The Oak Park Unified School District highly values the health and well being of every staff member and will plan and implement activities and policies that support personal efforts by staff to maintain a healthy lifestyle

Staff wellness programs will support employees' efforts to improve their personal health and fitness so they can serve as role models and promote the health of others, including students.

The school district will plan, establish, and implement activities to promote physical activity among staff and provide staff with convenient opportunities to engage in regular physical activity. School personnel should model healthy fitness habits whenever possible. The District will work with local fitness centers to arrange special discounts for employees.

- Vending machines for staff should meet District wellness standards in terms of artificial ingredients. "Foods that contain potentially harmful food additives, including artificial preservatives nitrates, nitrites, artificial sweeteners, bovine growth hormone, high fructose corn syrup, excessive salt, artificial flavors and colors, hydrogenated oils (transfats), and antibiotics shall not be sold or served." However, the decision in regard to whether the vending machines for staff will comply with the District wellness standards in terms of artificial ingredients will be up to the staff at the individual school sites. Information related to installing healthier vending machines will be provided in order to assist in the decision making process.
- Lunch menu items will be available to staff at discounted prices to encourage healthy eating habits and promote the food service program;
- Food served at events such as professional development, receptions and visitations should comply with this policy to ensure consistency and to model healthy nutrition habits.

Goals for Other School-Based Activities

It is recommended that:

- All students will have daily access to a school nurse or a designated staff member who has current certification in CPR and first aid and is supervised by, and has physical or electronic access to, the school nurse or another duly qualified supervisor of health;
- Students have access to school counselors and psychologists who provide students with support and assistance in making healthy decisions, managing emotions, and coping with crises. (Eating disorder behaviors, including obesity, are often related to mental, emotional, and social problems, and overweight students may suffer from low self-esteem and/or be the target of bullying.) A plan and training will be organized to assist in identifying students with these issues;

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5030(n)

- Schools provide a safe and healthy school environment that supports health literacy and successful learning and ensures that students and adults are physically and emotionally safe. In addition to physical safety, the school environment will reflect a sense of community and mutual support among staff and students;
- All school-based before and after school programs will be aligned with the health and wellness policies adopted by OPUSD;
- Parent/guardian outreach efforts will emphasize the relationship between student health and academic performance and address the need for consistent health messages between the home and the school environments. Outreach efforts could include speaker nights, fitness assessment, and open play opportunities;
- Consistent health education, including but not limited to, nutrition and physical activity, should be provided to parents and families through the school/district newsletter, informational handouts, parent meetings, the school/district Web site, and other venues.

Monitoring District Wellness Council

- The superintendent or designee will ensure compliance with established district-wide nutrition and physical activity wellness policies. In each school, the principal or designee will ensure compliance with those policies in his/her school and will report on the school's compliance to the District's superintendent or designee;
- The District's Child Nutrition staff and the Wellness Council will ensure compliance with nutrition policies within the school food service program and will report on this matter to the superintendent;
- The Wellness Council will develop regular reports on district-wide compliance with the district's established school health / wellness policies, based on input from schools within the district. That report will be provided to the Board of Education and also distributed to all school health councils, parent/teacher organizations, school principals, and school health services personnel in the District

Adopted: 5-16-06

Amended: 3-08, 5-14

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT
DATE: JUNE 17, 2014
SUBJECT: C.4.f APPROVE AMENDMENT TO BOARD POLICY 3260 – FEES AND CHARGES –First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 3260 – Fees and Charges?

BACKGROUND: Board Policy 3260 is a mandated policy being revised to reflect new Title 5 Regulation (Register 2013, No.38) which addressed remedies to be provided to all affected students and parents/guardians if the district is found in violation of the prohibition against unauthorized student fees. Policy also clarifies that the prohibition against student fees does not restrict districts from soliciting for voluntary donations, participating in fundraising activities, or providing prizes or other recognition for participants in such fundraising events. Regulation updated to expand and clarify the list of permissible fees and align material with California Department of Education Fiscal Management Advisories. Board Policy 3260 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 3260 – Fees and Charges.
2. Do not amend Board Policy 3260 – Fees and Charges.
3. Adopt a modified version of the amendment to Board Policy 3260 – Fees and Charges.

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	_____	_____	_____	_____
vonSchneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-instructional Operations

BP 3260(a)

Fees and Charges

The Governing Board recognizes its responsibility to ensure that books, materials, equipment, supplies, and other resources *necessary* for students' participation in the *district's* educational program are made available to them *at no cost*.

No student shall be required to pay any fees, deposits, or other charges for his/her participation in an educational activity which constitutes an integral fundamental part of the district's educational program, including curricular and extracurricular activities. (*Education Code 49010, 49011, 5CCR360*)

~~(cf. 1321 – Solicitation of Funds from and by Students)~~
~~(cf. 3100 – Budget)~~
~~(cf. 3290 - Gifts, Grants and Bequests)~~
~~(cf. 6145 – Extracurricular and Coextracurricular Activities)~~

As necessary the Board may approve fees, deposits, and other charges which are specifically authorized by law. **When approving** ~~For such authorized fees, deposits, and or charges,~~ establishing fee schedules, ~~or and~~ **determining whether** ~~granting~~ waivers or exceptions **should be granted, the Board** ~~the district~~ shall consider *relevant data, including the socio-economic conditions of district students' families and their* ~~the students' and parent/guardian's ability to pay when.~~

~~(cf. 3250 - Transportation Fees)~~
~~(cf. 3515.4 - Recovery for Property Loss or Damage)~~
~~(cf. 3553 - Free and Reduced Price Meals)~~
~~(cf. 5143 - Insurance)~~
~~(cf. 9323.2 - Actions by the Board)~~

The prohibition against student fees shall not restrict the district from soliciting for voluntary donations, participating in fundraising activities, and providing prizes or other recognition for participants in such activities and events. However, the district shall not offer or award to a student any course credit or privileges related to educational activities in exchange for voluntary donations or participation in fundraising activities by or on behalf of the student and shall not remove, or threaten to remove, from a student any course credit or privileges related to educational activities, or otherwise discriminate against the student, due to a lack of voluntary donations or participation in fundraising activities by or on behalf of the student.

~~(cf. 1321 – Solicitation of Funds from and by Students)~~
~~(cf. 3290 – Gifts, Grants and Bequests)~~

Whenever district employees, volunteers, students, parents/guardians, or educational or civic organizations participate in such events or activities, the Superintendent or designee shall emphasize that participation in the event or activity is voluntary.

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-instructional Operations

BP 3260(b)

A complaint alleging district noncompliance with the prohibition against requiring student fees, depositions, or other charges shall be filed in accordance with the district's procedures in BP/AR 1312.3 Uniform Complaint Procedures. (Education Code 49013)

Whenever a student or parent/guardian believes that an impermissible fee, deposit, or other charge is being required of the student for his/her participation in an educational activity, the student or his/her parent/guardian may file a complaint with the principal or designee using the district's procedures in BP/AR 1312.3—Uniform Complaint Procedures. (Education Code 49013)

(cf. 1312.3 – Uniform Complaint Procedures)

If, upon investigation, the district finds merit in the complaint, the Superintendent or designee shall recommend and the Board shall adopt an appropriate remedy to be provided to all affected students and parents/guardians in accordance with 5 CCR 4600.

Information related to prohibition against requiring students to pay fees for participation in an educational activity shall be included in the district's The Superintendent or designee shall include information in the annual notification required to be provided to all district students, parents/guardians, employees, and other interested parties ***pursuant to*** by 5 CCR 4622. about the requirements relating to the prohibition against districts requiring students to pay fees, deposits or other charges in order to participate in an educational activity, unless authorized by law, and the filing of complaints for alleged violations using the uniform complaint procedures. (Education Code 49013)

(cf. 4112.9/4212.9/4312.9 – Employee Notifications)

(cf. 5145.6 – Parental Notifications)

Legal Reference:

EDUCATION CODE

8239 Preschool and wraparound child care services

8263 Child care eligibility

8482.6 After School Education and Safety programs

8760-8774 Outdoor science and conservation programs

17453.1 District sale or lease of Internet appliances or personal computers to students or parents

17551 Property fabricated by students

19910-19911 Offenses against libraries

32033 Eye protective devices

32221 Insurance for athletic team member

32390 Fingerprinting program

35330-35332 Excursions and field trips

35335 School camp programs

38080-38085 Cafeteria establishment and use

38120 Use of school band equipment on excursions to foreign countries

39807.5 Payment of transportation costs

39837 Transportation of students to places of summer employment

48050 Residents of adjoining states

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-instructional Operations

BP 3260(b)

48052 Tuition for foreign residents
48904 Liability of parent or guardian
49010-49013 Student fees
49065 Charge for copies
49066 Grades, effect of physical education class apparel
49091.14 Prospectus of school curriculum
51810-51815 Community service classes
52612 Tuition for adult classes
52613 Nonimmigrant aliens

56504 School records; students with disabilities

60410 Students in classes for adults

GOVERNMENT CODE

6253 Request for copy; fee

CALIFORNIA CONSTITUTION

Article 9, Section 5 Common school system

CODE OF REGULATIONS, TITLE 5

350 Fees not permitted

4600-4687 Uniform complaint procedures

~~4622 Notice~~

UNITED STATES CODE, TITLE 8

1184 Foreign Students

COURT DECISIONS

Driving School Assn of CA v. San Mateo Union HSD (1993) 11 Cal. App. 4th 1513

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

Steffes v. California Interscholastic Federation (1986) 176 Cal. App. 3d 739

Hartzell v. Connell (1984) 35 Cal. 3d 899

CTA v. Glendale School District Board of Education (1980) 109 Cal. App. 3d 738

Management Resources:

~~*CDE MANAGEMENT ADVISORIES*~~

~~1030-97 Fiscal Management Advisory 97-02: Fees Deposits and Other Charges~~

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Pupil Fees, Deposit and Other Charges: Cap and Gown for High School Graduation Ceremony, Addendum to Fiscal Management Advisory 12-02, October 4, 2013

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

WEB SITES

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

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

Adopted: 1-11-78

Amended: 7-23-80, 6-23-82, 5-2-89, 9-17-02, 12-16-03, 2-19-13

**OAK PARK UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE REGULATION**

Series 3000

Business and Non-instructional Operations

AR 3260(a)

Fees and Charges

When approved by the Governing Board, the Superintendent or designee may impose a fee for the following:

1. Insurance for athletic team members, with an exemption providing for the district to pay the cost of the insurance for any team member who is financially unable to pay (Education Code 32221)

(cf. 5143 - Insurance)

2. Insurance for medical or hospital service for students participating in field trips and excursions (Education Code 35331)

3. Expenses of students' participation in a field trip or excursion to another state, the District of Columbia or a foreign country, as long as no student is prohibited from making the field trip due to lack of funds (Education Code 35330)

(cf. 6153 - School-Sponsored Trips)

4. Student fingerprinting program, as long as the fee does not exceed the actual costs associated with the program (Education Code 32390)

(cf. 5142.1 - Identification and Reporting of Missing Children)

5. School camp programs in outdoor science education, conservation education, or forestry operated pursuant to Education Code 8760-8773, provided that the fee is not mandatory and no student is denied the opportunity to participate for nonpayment of the fee (Education Code 35335)

(cf. 6142.5 - Environmental Education)

6. Reimbursement for the direct cost of materials provided by the district to a student for the fabrication of nonperishable personal property the student will take home for his/her own possession and use, such as wood shop, art, or sewing projects kept by the student (Education Code 17551)

7. Home-to-school transportation and transportation between regular, full-time day schools and regional occupational centers, programs or classes, as long as the fee does not exceed the statewide average non-subsidized cost per student and exemptions are made for indigent and disabled students (Education Code 39807.5)

**OAK PARK UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE REGULATION**

Series 3000

Business and Non-instructional Operations

AR 3260(b)

(cf. 3250 – Transportation Fees)

8. Transportation to and from their place of employment in connection with any summer employment program for youth (Education Code 39837)
9. Deposit for band instruments, music, uniforms and other regalia which school band members take on excursions to foreign countries (Education Code 38120)
10. Sale or lease of Internet appliances or personal computers for the purpose of providing access to the district's education computer network, at no more than cost, as long as the district provides network access for families who cannot afford it (Education Code 17453.1)

(cf. 0400 – District Technology Plan)

(cf. 6163.4 – Student Use of Technology)

11. Fees for community service class in civic, vocational, illiteracy, health, homemaking, and technical and general education, not to exceed the cost of maintaining the class (Education Code 51810, 51815)
12. Eye safety devices worn in courses or activities involving the use of hazardous substances likely to cause injury to the eyes, when being sold to students and/or teachers or instructors to keep and at a price not to exceed the district's actual costs (Education Code 32033)

(cf. 3514.1 – Hazardous Substances)

(cf. 5142 - Safety)

13. Actual cost of furnishing copies of any student's records, except that no charge shall be made for furnishing up to two transcripts or two verifications of a former student's records or for reproducing records of a student with a disability when the cost would effectively prevent the parent/guardian from exercising the right to receive the copies (Education Code 49065, 56504)

(cf. 5125 – Student Records)

14. Actual costs of duplication for reproduction of the prospectus of school curriculum or for copies of public records (Education Code 49091.14; Government Code 6253)

(cf. 1340 - Access to District Records)

(cf. 5010 – Parents Rights and Responsibilities)

15. Food sold at school, subject to free and reduced price meal program eligibility and other restrictions specified in law (Education Code 38084)

**OAK PARK UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE REGULATION**

Series 3000

Business and Non-instructional Operations

AR 3260(c)

(cf. 3550 – Food Service/Child Nutrition Program)
(cf. 3551 - Food Service Operations/Cafeteria Funds)
(cf. 3553 - Free and Reduced Price Meals)
(cf. 3554 - Other Food Sales)

16. As allowed in law, replacement cost or reimbursement for lost or damaged district books, supplies, or property or district property loaned to a student that he/she fails to return (Education Code 19910-19911, 48904)

(cf. 3515.4 - Recovery for Property Loss or Damage)

17. Tuition for district school attendance by an out-of-state and out-of-country resident (Education Code 48052, 52613; 8 USC 1184)

(cf. 5111.2 - Nonresident Foreign Students)

18. Adult education books, materials, transportation, and classes, except that no fee may be charged for classes in elementary subjects or for which high school credit is granted when taken by a person who does not hold a high school diploma or, effective July 1, 2015, classes in English and citizenship (Education Code 39801.5, 52612, 60410)

(cf. 6200 - Adult Education)

19. Preschool and child care and development services, in accordance with the fee schedule established by the Superintendent of Public Instruction, unless the family qualifies for subsidized services or the program is for severely disabled children and the student is eligible to enroll in it (Education Code 8239, 8250, 8263)

(cf. 5148 - Child Care and Development)
(cf. 5148.3 – Preschool/Early Childhood Education)

20. After School Education and Safety Programs, as long as no eligible student is denied the ability to participate because of inability to pay the fee (Education Code 8482.6)

21. Advanced Placement and International Baccalaureate Diploma examinations for college credits, as long as the examination is not a course requirement and the results have no impact on student grades or credits in the course

(cf. 6141.5 – Advanced Placement)

Adopted: 6-3-81

Amended: 4-14-82, 5-2-89, 9-17-02, 11-12, 4-14

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Sometimes schools, parent teacher organizations, teachers and staff may request a fee or a donation for supplies, materials, a field trip, assembly, etc. so that we can provide a more enriching educational experience for all of our students. It is very important that parents understand that these requests are for donations and are not required in order for a student to be provided with such materials or experiences.

The California Constitution mandates that public education be provided to students free of charge, unless a charge is specifically authorized by law for a particular program or activity. This constitutional right of free access encompasses all educational activities, whether curricular or extracurricular, and regardless of whether credit is awarded for the educational activity. The right of free access also prohibits mandated purchases of materials, supplies, equipment or uniforms associated with the activity, as well as the payment of security deposits for access, participation, materials or equipment.

The following statement must accompany any request for a fee or a donation for supplies, materials, field trips, assemblies, or other programs.

Any request for supplies or donations toward the purchase of supplies, materials, equipment, field trips, programs, etc. is completely voluntary under the law in California public schools. Students may not be charged for participation in educational activities and may not be discriminated against or denied participation for not providing voluntary donations to the school. Should any student or parent believe they were impermissibly charged a fee or required to provide materials or supplies that they would not have otherwise voluntarily paid or provided, an application for reimbursement may be filed with the District by calling (818) 735-3206.

If you feel that you would like to file a complaint for being charged an illegal fee, you may download a form here:

<http://www.aclusocal.org/cases/doe-v-california/ab-1575-complaint-form/>

Here is a more extensive list of legal guidelines related to this topic:

[Donation Guidelines for Public Schools](#)

TO: MEMBERS, BOARD OF EDUCATION

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

DATE: June 17, 2014

SUBJECT: Monthly Board Report

TEACHING STAFF: Retirements: Mrs. Cindy Hicks, 4th grade teacher and Mrs. Burgher, Principal. We are also saying farewell to DK Aide Christine Reale, moving to Rhode Island. We wish them all the best.

BROOKSIDE CAMP OUT JUNE 1: Inflatable obstacle courses, slides and bouncers were popular with all ages. Carnival type games with prizes; a cookie baking competition and a rocking DJ provided entertainment. Brookside Tigers enjoyed a variety of good eats from food trucks and Shave-It ice. The smoking hot afternoon turned balmy as Brookside families settled into their tents for the night. A special thank you to the best PTA ever, Mr. Meehan and his army of volunteers.

CAMP KEYSTONE YEAR-END PARTY FOR 5TH GRADE: Brookside 5th graders will have their annual year-end party at Camp Keystone. Some favorite activities planned for that day will be swimming, water slides, toboggan run, bungee bounce, ping pong, counselor led games and a DJ. Students will be served a BBQ lunch and snacks throughout the day.

JUNIOR ACHIEVEMENT ONGOING: Dozens of Brookside volunteers are bringing Junior Achievement lessons to students. The program uses experiential learning to help young people connect with relevant learning and the importance of staying in school. The program fosters work-readiness, entrepreneurship and financial literacy skills. It inspires students to dream big and reach their potential.

SUMMER PROFESSIONAL DEVELOPMENT: Teachers will be receiving iPads and attend summer training sessions. Fourth Grade teachers Theresa Gray and Sarah Landis will attend the Summer Institute for Writer's Workshop at the Teachers College Reading and Writing Project at Columbia University. Several teachers are attending VCOE summer workshops for implementing the Common Core State Standards.

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: June 17, 2014

SUBJECT: Monthly Board Report

California Distinguished Schools

The CDS writing team of Quincie Melville, Keri Lieberman, Beth Ruben, and Heather Sloan joined the contingencies from Red Oak and Brookside to receive the California Distinguished Schools award. Our team did an outstanding job of gathering data from their colleagues and creating a compelling application document. Lianne Arnold was also a member of our writing team, but was unable to attend the event. We all owe a huge thank you to our entire CDS team!

Open House

This year's Open House was a great success. Students were excited to show off all their work that had been carefully set-up in each classroom. The whole evening was positive and very well received. The following morning our students traveled from room to room to admire the creative work of their schoolmates. This also provided a glimpse of the learning opportunities they will enjoy as they move up through the grades.

Days of '49 Performance

Our fourth graders performed their Days of '49 program on an outdoor stage they created for the event. The students did an excellent job singing about, and reenacting the California Gold Rush as part of their year-long study of our state's history. The way in which students demonstrated their learning was both fun and creative.

Movie Night and Picnic

Our school community enjoyed an evening under the stars on the Oak Hills playground as a nice way to celebrate our school year coming to a close. The evening began with good food and even some of Mrs. Belichsky's homemade popcorn. As the sun set behind the hills, folding chairs and picnic blankets were turned toward a giant inflatable movie screen. Our thanks go out to our fabulous PTA for this event, and all the many activities that are made possible by their tireless work.

Field Day & Talent Show

The Oak Hills Student Council has been busy organizing their final activities. First students put together a Field Day in which each homeroom created a game or activity. Student leaders took turns running the events and participating in the fun. The upcoming Talent Show is sure to be a crowd pleaser with performances from a variety of genres and representing a wide range of grade-levels.

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

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

DATE: June 17, 2014

SUBJECT: Monthly Board Report

Staff Appreciation Week

Our Parent-Faculty Association showed their appreciation to our staff with a weeklong series of food and favors that followed a super heroes theme. Each staff member received a super heroes cape to wear that week. The culmination of staff appreciation week was a luncheon feast in our lounge on May 14.

Chorus Concert

A music concert was given on May 21 starting at 6:30 in the MPR. Under the direction of Music instructor Steve Waldman, 10 songs with many solos were sung to the assembled group of parents.

Open House

On May 22, Red Oak Elementary School had our Open House. The evening started out at 6:15 with our sixth annual Chalk Walk. Students drew pictures on the sidewalks using colored chalk. The lower grade classrooms were open starting at 7:00 and the upper grades at 6:30. Our library had an exhibit of student constructed California Mission models assembled for parents and students to view.

Red Oak School Carnival

Our annual Red Oak School Carnival was on Sunday, June 1 on the Red Oak campus. This event included food, rides, games, prizes and family entertainment for our Red Oak community.

Respectfully Submitted:

Anthony Knight, Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: BRAD BENIOFF, PRINCIPAL, MEDEA CREEK MIDDLE SCHOOL
DATE: JUNE 17, 2014
SUBJECT: MONTHLY SCHOOL REPORT

Holocaust Speakers June 9th: 7th grade Humanities culminate their year focusing on the Tolerance theme year with speakers who endured and witnessed the Holocaust.

Annie Drama Production June 3rd at 6:30 p.m: Mr. Peterson's thespians share some magic from their work in Drama 7/8.

Ceiling Tile Art Celebration June 5th:

Join us in Ms. Cadle's Room D2 at 5:00 p.m. as this year's Art Showcase students unveil their masterpieces.

8th Grade Dance June 6th:

6:00-8:00 in the MCMS Gym: Dinner and dancing!

June 9-12th: Minimum days at MCMS, with dismissal at 12:35.

8th Grade Disneyland Trip June 9th

8th Grade Awards June 10th at 8:30 in the gym

Culmination June 10th: OPHS at 6:00: We celebrate our 8th graders and their families at ceremony held at OPHS (Thanks, OPHS!)

8th Grade Breakfast June 11th: Parents host a breakfast in the lunch area at Medea for 8th graders.

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: June 17, 2014

SUBJECT: Monthly Board Report

SENIOR AWARDS

This year, OPHS conducted the senior awards and the senior scholarship awards on the same day. The departmental awards were held in the morning and the scholarships in the evening. Our students were recognized in all academic, athletic, and artistic fields and it was a remarkable recognition of their achievements and accomplishments.

PROM

This year's prom was held at the Tagalyn Complex in Hollywood and was a splendid affair. The whole event went off with out a hitch and the students arrived in fine style. There were no disciplinary incidents whatsoever.

COMMENCEMENT

Graduation ceremonies will be held in Eagle Stadium on Wednesday June 12th at 6pm. The stadium has a new sound system and this will save us the cost of rental.

THE TALON

The OPHS newspaper The Talon has produced 10 printed editions including a final souvenir senior edition. This is the third year back for our school newspaper led by Journalism club advisor Caitlin Fowler. She took over four years ago and produced four online editions in 2010-11, six online and one printed edition, in 2011-12 and seven printed editions last school year. Next year we will reintroduce journalism as an elective class.

CHOIR CONCERTS

The annual Choir and Band Spring Concerts were held in May in the Pavilion at and were wonderful displays of talent and dedication. Thanks to Heidi Cissell and Zach Borquez for their remarkable efforts in these areas.

ADL

Our final presentation in the series of "Standing up to Hate and Bias" was held in the Pavilion on June 3 with Holocaust survivor Judy Meizel. It was well attended and very poignant and accompanied a documentary of her story.

YEARBOOK DISTRIBUTION

Yearbook distribution will be held on June 4th. This year's book is outstanding. Big thanks go out to Kathy Rohlfs and the students in her yearbook class.

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park Unified Board of Education

FROM: Stewart McGugan, Director of Alternative Education

DATE: June 17, 2014

SUBJECT: Monthly Board Report



OAK VIEW HIGH SCHOOL

NEW SCIENCE TEACHER

While we are sad to see Mr. McManus go, we are very excited to announce a new member to our staff. At OVHS, KC Kalum will be overseeing our Geometry and Science classes, as well as some electives. She will also be in charge of overseeing all wet labs for high school students at OPIS. After a successful career at Amgen, KC began pursuing her passion in education. She has worked in both the Conejo Valley School District and the Oxnard Unified School District.

COUNSELING

Both OVHS and OPIS are overjoyed to welcome Jeremy Rodgers as a full-time counselor for our schools. For the past several years, we have shared Jeremy with Medea Creek, where he would spend half of his time. This full-time position will benefit both of our schools immensely. He will be accessible to all staff and students at any time. This is such an important addition for all of us.

ANNUAL WASC REVIEW

We recently met with Christine Brown to do our annual WASC review. In the past year, we have been able to complete several of the six goals that were laid out for us. Of the items we have yet to complete, we are very close to completion on them as well. We are still looking to improve our P.E. department and our work experience department. We have implemented CPR and First Aid qualifications into our curriculum. We have worked closely with our district nurse and we have several students who have become certified through this program. Some of those students were able to obtain summer camp counseling jobs because they carried this certification.



OAK PARK INDEPENDENT SCHOOL

OAKCHELLA

Our first annual Oakchella event was held Saturday, May 31st, at the Oak Park High School Pavilion. Kate Thompson, Kate Edwards and our OPIS students have worked tirelessly to organize the OSB event. Their dedication did not go unnoticed and the event was a huge success. The various acts were a wonderful way for our students to showcase their talents for the community and to bring in money for the school.

OPIS TO MOVE TO D.O.

This move is exciting for OPIS for so many reasons. We have been beginning to pack up the rooms and getting ready for the move. I am looking forward to working with the community in making the move smooth and painless.

for everyone. We will meet with the local community to further work through any questions and concerns they may have.

FIELD TRIPS/CELEBRATIONS

Getty Villa – We went to the Getty to look at the art with any students who wanted to attend. I feel that we have a good turnout with over 15 students electing to go.

Senior Breakfast – We are looking forward to this event. I have heard from others that this morning is very emotional for everyone, and I can see how this is true with the close bonds that I have witnessed among our student body and our staff.

8th Grade Culmination – Our 8th graders will culminate June 5th. We think the students will like our gifts of water bottles and stickers.

OPIS Graduation – Our OPIS seniors will be joining OPHS in their graduation. We are very fortunate to be able to participate with OPHS seniors in such a memorable ceremony. The stadium and ceremony create a beautiful evening for all in attendance.

TESTING

We completed the SBAC for both schools. Overall, we felt like it was successful and that students understood the material and were able to grasp the logistics of how the test was administered. On the down side, many of our actors were not able to participate in this process. I am working with Enoch to enable our set teachers to be able to administer the test on the sets in the future.

FULL TIME CLASSIFIED

Next year, we will have a full-time classified employee on campus. Currently, we have two employees splitting the position, which has lead to some confusion and overlapping conflicts for staff and parents. This change should eliminate some of those issues and for that we are grateful.

ANNUAL WASC REVIEW

We recently reviewed our goals that WASC established for us last year. We are already over 80% complete in making necessary changes. Our teachers have worked very hard to make this possible and they should be commended for their efforts.

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent