

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #888

DATE: March 18, 2014

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

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

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

BOARD OF EDUCATION

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

EDUCATING TOMORROW'S LEADERS

ADMINISTRATION

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

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

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

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

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

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

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

NEXT REGULAR MEETING

Tuesday, April 8, 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 #888

March 18, 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: Instructional Assistants II, Instructional Assistant I, Campus Supervisor

C. CONFERENCE WITH LABOR NEGOTIATORS:

Agency designated representatives: Leslie Heilbron and Martin Klauss

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

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

A. ROLL CALL

B. FLAG SALUTE

C. REPORT OF CLOSED SESSION ACTIONS TAKEN

D. ADOPTION OF AGENDA

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

VI. OPEN COMMUNICATIONS/PRESENTATIONS

A. BOARD REPORTS/DISCUSSION/COMMUNICATIONS

1. Remarks from Board Members
2. Remarks from Student Board Member
3. Remarks from Superintendent
4. Report from School Site Councils
5. Report from Facilities Planning Committee
6. Report from Technology

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

1. Update on School Safety

C. BUSINESS SESSION:

1. CONSENT AGENDA

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

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

- a. [Approve Minutes of Regular Board Meeting February 18, 2014](#)
- b. [Public Employee/Employment Changes 01CL22370-01CL22388 & 01CE06567-01CE06587](#)
- c. [Approve Purchase Orders –February 1 – February 28, 2014](#)
Board Policy 3300 requires Board approval of Purchase Orders
- d. [Approve Notice of Completion, Project 13-01R, Building 200 Modernization at Brookside Elementary School](#)
Board approval required for Notice of Completion
- e. [Approve Overnight Trip for Oak Park High School Dance Team – March 28-30, 2014](#)
Board Policy 6153 requires Board approval for student overnight trips

ACTION

2. BUSINESS

- a. [Approve Resolution #14-03, Authorizing Emergency Water Main Repairs at Medea Creek Middle School](#)
Board approval required for emergency Resolution
- b. [Approve Notice of Completion, Emergency Resolution #14-03, Main Water Line Repairs at Medea Creek Middle School](#)
Board approval required for Notice of Completion
- c. [Approve Establishment of Associated Student Body at Oak Park Independent School](#)
Board Policy 3312 requires Board approval for contracts for services
- d. [Approve Interim Lease-Lease Back Agreement with Balfour Beatty Construction for Project 14-24R, Classroom Replacement Project at Oak Park High School](#)
Board Policy 3312 requires Board approval for contracts for services
- e. [Approve Award of Bid 13-12R, Building 100 Modernization at Brookside Elementary School](#)
Board Policy 3312 requires Board approval for contracts for services
- f. [Approve Award of Bid 13-15R, Building A Gymnasium Modernization at Oak Park High School](#)
Board Policy 3312 requires Board approval for contracts for services
- g. [Approve Award of Bid 14-04R, Roof Repair on Relocatable Classrooms at Multiple Sites](#)
Board Policy 3312 requires Board approval for contracts for services
- h. [Approve Award of Bid 14-07, Roof Repairs on Multiple Buildings at Red Oak Elementary School](#)
Board Policy 3312 requires Board approval for contracts for services
- i. [Approve Amendment to Measure R Master Plan: Project 14-23R, Repairs of Backstop and Replacement of Bleachers at Oak Park High School](#)
Board approval required for changes to the Measure R Master Plan

- j. [Approve Award of Request for Proposals for Managed VOIP Telephone Service](#)
Board Policy 3312 requires Board approval for contracts for services
- k. [Approve Agreement for Consultant Services; Project 14-17R, District-Wide Security Camera System](#)
Board Policy 3312 requires Board approval for contracts for services
- l. [Approve Purchase of Mobile Computer Devices and Technology Equipment from Measure C6 Bond Fund](#)
Board Policy 3312 requires Board approval for contracts for services
- m. [Approve Purchase of Maintenance Equipment Authorized in Measure C6 Technology and Equipment Plan](#)
Board approval required for purchases made using Measure C6 funds
- n. [Approve Proposed Plan To Implement K-3 Class Size Reduction](#)
Board approval required to implement proposed K-3 Class Size Reduction Plan
- o. [Approve Common Core State Standards General Spending Plan for Fiscal Years 2013-14 and 2014-15](#)
Board approval required for spending plan for Common Core State Standards
- p. [Approve Certification of 2013-14 Second Interim Financial Report and Budget Revisions](#)
Board approval required for certification of Second Interim Financial and Budget Revision
- q. [Approve Adoption of Resolution #14-06, Participation in CSBA California School Cash Reserve Program](#)
Board approval required participation in California School Cash Reserve program
- r. [Approve Agreements for Group Term Life and Long Term Disability Insurance Plans](#)
Board Policy 3312 requires Board approval for contracts for services
- s. [Approve Selection Process for Soliciting Input for New District Motto](#)
Board approval requested for process of selecting and soliciting input for new district motto
- t. [Discussion and Review of Spending Plan for 2014-2015](#)
Begin discussion of programs to include in 2014-2015 budget

3. PUPIL SERVICES

- a. [Approve Contract for Non-Public Agency for Behavior Consultant Services - \\$5,100](#)
Board approval of Resolution required to accept credits for courses taught in high school summer program administered by Friends.

4. HUMAN RESOURCES

- a. [Approve Formation and Configuration of the Local Control and Accountability Plan Committee](#)
Board approval required to form a Local Control and Accountability Plan Committee as part of Local Control Funding Format
- b. [Approve Increased Hours for Three Teachers at Oak Park Neighborhood School](#)
Board required to approve change of assignment for employees

5. BOARD POLICIES

- a. [Approve Amendment to Board Policy 5123 – Promotion/Acceleration/Retention – First Reading](#)
Policy updated to reflect mandate that the policy provide for students to be identified for retention as early in the school year, and as early in their school careers, as possible. Policy reflects new law (AB 484) which establishes a new state assessment system impacting the indicators that may be used to identify a student for retention.

- c. [Approve Amendment to Board Policy 4131 – Staff Development – First Reading](#)
Policy updated to reflect the self-repeal of the Math and Reading Professional Development program and to reflect new law (AB 97) which redirects funding for the Professional Development Block Grant into the LCFF.
- d. [Approve Amendment to Board Policy 4231 – Staff Development – First Reading](#)
Policy updated to reflect new law (SB 590 which (1) requires any district that expends funds for staff development for any school site staff to consider the staff development needs of its classified school employees and (2) lists topics that may be included in staff development for classified staff.
- e. [Adopt Board Policy 4331 – Staff Development – First Reading](#)
Policy reflects the self-repeal of the Administrator Training Program and the redirection of that funding into the LCFF pursuant to new law AB97. Policy also adds topics for staff development for district and school administrators.
- f. [Approve Amendment to Board Policy 6142.6 – Visual and Performing Arts Education – First Reading](#)
Policy updated to delete program requirements related to Arts and Music Block Grants since new law AB97 redirects funding for these grants into the LCFF. Revised policy also reflects law which allows the district to select non-SBE-approved instructional materials for grades K-8 provided the materials are aligned to state standards and selected through a process involving a majority of teachers.
- g. [Approve Amendment to Board Policy 6142.91 – Reading/Language Arts Instruction – First Reading](#)
Policy updated to align the district’s reading/language arts program with Common Core Standards for English language arts. In addition, material related to the Professional Development Block Grant, the Math and Reading Professional Development Block Grant, and the intensive reading program for grades K-4 funding through the Pupil Retention Block Grant deleted since new law AB 97 redirects funding for these programs into the LCFF.

VII. INFORMATION ITEMS

- 1. [Monthly Cash Flow Report](#)
- 2. [Monthly Enrollment and Attendance Report](#)
- 3. [Monthly Measure R Bond Fund Financial Status Report](#)

VIII. OPEN DISCUSSION

IX. ADJOURNMENT:

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

X. SCHOOL REPORTS/SCHOOL SITE COUNCIL REPORTS

- 1. [Brookside Elementary School Report](#)
- 2. [Oak Hills Elementary School Report](#)
- 3. [Red Oak Elementary School Report](#)
- 4. [Medea Creek Middle School Report](#)
- 5. [Oak Park High School Report](#)
- 6. [Oak View High School/Oak Park Independent School](#)
- 7. [Oak Park Neighborhood School](#)

MINUTES OF REGULAR BOARD MEETING 2-20-14 #887
BOARD OF EDUCATION

CALL TO ORDER/MEETING PLACE

The Board of Education Vice President, Sepideh Yeoh, called the regular meeting to order at 5:32 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

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

BOARD ABSENT

Ms. Mary Pallant, President

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 5:33 p.m.

CALL TO ORDER/MEETING PLACE

The Board of Education Vice President, Sepideh Yeoh, reconvened the regular meeting to order at 6:03 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

Ms. Sepideh Yeoh, Vice President, Ms. Jennifer von Schneider, Clerk, Ms. Barbara Laifman, Member, Mr. Allen Rosen, Member, and Ms. Brooke Pestano, Student Board Rep

BOARD ABSENT

Ms. Mary Pallant, President

STAFF PRESENT

Dr. Tony Knight, Superintendent, Mr. Martin Klauss, Assistant Superintendent, Business Services, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources 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 Allen Rosen, seconded by Jennifer von Schneidau, the Board of Education adopted the agenda as presented. Motion carried Aye: Laifman, Rosen, von Schneidau, Yeoh No – 0 Absent: Pallant

PUBLIC SPEAKERS

None

PRESENTATIONS

The Board presented to OPHS student Tushar Jois a Certificate of Recognition for earning Microsoft Office 2010 Master & Expert

The Board presented to OPHS Academic Decathlon Team Certificates and Recognition for their performance this year at the County competition.

REPORT FROM BOARD MEMBERS

Board Member Allen Rosen reported he attended the VCSBA dinner where they discussed the LCFF and LCAP. He also attended the YMCA Student Government day on Friday. He reminded the Board that CSBA is offering a workshop on LCFF at the VCOE offices on March 14 at 6 p.m. if anyone is interested in attending. Board Member Barbara Laifman reported she attended Super Saturday Sustainability Fair and volunteered at MCMS Ability Awareness Fair. Board Member Jennifer von Schneidau reported she attended the Curriculum Council meeting, the ROES Anniversary celebration, the Wellness Council meeting, and the Super Saturday Sustainability Fair. Ms. von Schneidau advised everyone the OPHS Girls' Soccer team is undefeated and start playoffs on Friday with a home game. Board Member Sepideh Yeoh reported she attended the Safe Kids Task Force meeting, the Super Saturday Sustainability Fair, thanking the EEAC for coordinating this great event, and also attended the VCSBA dinner meeting on LCFF and LCAP. Ms. Yeoh reminded everyone the International Gala is Friday, April 4 at the OPHS Pavilion.

REPORT FROM STUDENT BOARD REP

Brooke Pestano reported Peer Counseling will be holding their Awareness Week next week and the theme is EmPATHy. ASB will hold a rally next Friday in the stadium and conduct a Mr. Eagle pageant this week. Girls Soccer and Boys and Girls Basketball are in playoffs beginning this week.

REPORT FROM SUPERINTENDENT

Dr. Knight reported founding Board Member Pat Manning visited today and brought the original letter that authorized the formation of the District to give back to the District along with other memorabilia she found in her garage.

Report from School Site Councils

The Board received School Site Council reports from Medea Creek Middle School and Oak Park High School.

Report from Facilities Planning Committee

No report from Facilities Planning Committee.

Report from Technology

No report from Technology Committee.

DISCUSSION ITEMS

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

Update on LCFF and LCAP – Mr. Klauss and Dr. Heilbron explained the LCFF and LCAP and how it effects the district.

C.1. CONSENT AGENDA

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

- a. Approve Minutes of Regular Board Meeting January 21, 2014**

- b. [Public Employee/Employment Changes 01CL22338-01CL22369 & 01CE06529-01CE065](#)
- c. [Approve Purchase Orders –January 1 – January 31, 2014](#)
- d. [Approve Overnight Trip for Oak Park High School Boys’ Volleyball Team – March 14-15, 2014](#)
- e. [Approve Overnight Trip for Oak Park High School Baseball Team – April 21-23, 2014](#)
- f. [Approve Disposal of Obsolete Personal Property](#)
- g. [Approve Notice of Completion for Emergency Resolution #1401, Main Gas Line Replacement at Oak Park High School](#)
- h. [Approve Amendment to E-Rate Consultant Agreement](#)
- i. [Approve Overnight Trip for Oak Park High School Spring Athletic Team\(s\) who Qualify for CIF Play-Offs](#)
- j. [Approve Overnight Trip for Oak Park High School Golf Team – April 20-23, 2014](#)

ACTION

2. BUSINESS

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

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

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

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

c. [Approve Award of Bid 14-02, Parking Lot and Playground Repairs at Brookside and Red Oak Elementary Schools](#)

On motion of Jennifer von Schneidau, seconded by Barbara Laifman, the Board of Education approved Award of Bid 14-02, Parking Lot and Playground Repairs at Brookside and Red Oak Elementary Schools to Berry General Engineering, Inc. for \$149,485. Motion carried Aye – Laifman, Rosen, von Schneidau, Yeoh, No – 0 , Absent – Pallant.

d. [Approve Purchase of Musical Instruments for Oak Park High School from Measure C6 Bond Funds](#)

On motion of Jennifer von Schneidau, seconded by Allen Rosen, the Board of Education approved the purchase of musical instruments for Oak Park High School from Measure C6 Bond funds. Motion carried Aye – Laifman, Rosen, von Schneidau, Yeoh, No – 0, Absent – Pallant.

e. [Approve Additional Architectural Services – Replacement Classrooms at Oak Park High School](#)

On motion of Jennifer von Schneidau, seconded by Allen Rosen, the Board of Education approved the additional Architectural Services – Replacement Classrooms at Oak Park High School. Motion carried Aye – Laifman, Rosen, von Schneidau, Yeoh, No – 0, Absent – Pallant.

f. [Discuss and Approve Acquisition of Replacement Classrooms at Oak Park High School](#)

On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education approved the method of acquisition for as many portables as the budget will allow as replacement classrooms at

Oak Park High School with more information to be received for approval at the March meeting. Motion carried Aye – Laifman, Rosen, von Schneidau, Yeoh, No – 0, Absent – Pallant.

g. Approve Oak Park High School Gymnasium Bleacher Replacement Project

On motion of Jennifer von Schneidau, seconded by Allen Rosen, the Board of Education approved the Oak Park High School Gymnasium Bleacher Replacement Project. Motion carried Aye – Laifman, Rosen, von Schneidau, Yeoh, No – 0, Absent – Pallant.

h. Approve Architectural Services – Gymnasium Bleacher Replacement at Oak Park High School

On motion of Allen Rosen, seconded by Jennifer von Schneidau, the Board of Education approved the architectural services – Gymnasium Bleacher Replacement at Oak Park High School. Motion carried Aye – Laifman, Rosen, von Schneidau, Yeoh, No – 0, Absent – Pallant.

3. CURRICULUM

a. Approve Resolution #14-04 Friends of Oak Park Schools to Offer a Fee-Based Summer School Program for 2014

On motion of Jennifer von Schneidau, seconded by Barbara Laifman, the Board of Education approved Resolution #14-04 Friends of Oak Park Schools to Offer a Fee-Based Summer School program for 2014. Motion carried Aye – Laifman, Rosen, von Schneidau, Yeoh, No – 0, Absent – Pallant.

b. Approve 2012-2013 School Accountability Report Cards (SARCs)

On motion of Jennifer von Schneidau, seconded by Barbara Laifman, the Board of Education approved the 2012-2013 School Accountability Report Cards (SARCs). Motion carried Aye – Laifman, Rosen, von Schneidau, Yeoh, No – 0, Absent – Pallant.

c. Approve School Plans for Student Achievement

On motion of Barbara Laifman, seconded by Jennifer von Schneidau, the Board of Education approved the School Plans for Student Achievement. Motion carried Aye – Laifman, Rosen, von Schneidau, Yeoh, No – 0, Absent – Pallant.

d. Approve Consolidated Application Winter Release 2013-2014

On motion of Barbara Laifman, seconded by Jennifer von Schneidau, the Board of Education approved the Consolidated Application Winter Release 2013-2014. Motion carried Aye – Laifman, Rosen, von Schneidau, Yeoh, No -0, Absent – Pallant.

4. HUMAN RESOURCES

a. Approve Authorization to Change the Job Description for the Director of Educational Technology and Information Services and an Associated Move on the Salary Schedule

On motion of Allen Rosen, seconded by Jennifer von Schneidau, the Board of Education approved the Authorization to Change the Job Description for the Director of Education Technology and Information Services and an Associated Move on the Salary Schedule. Motion carried Aye – Laifman, Rosen, von Schneidau, Yeoh, No -0, Absent – Pallant.

b. Approve Resolution #14-05, Non-Reelection and Release From Employment of Temporary Certificated Employees #1 through #13

On motion of Jennifer van Schneidau, seconded by Allen Rosen, the Board of Education approved Resolution #14-05, Non-Reelection and Release from Employment of Temporary Certificated Employees #1 through #13. Motion carried Aye – Laifman, Rosen, von Schneidau, Yeoh, No – 0, Absent – Pallant.

5. BOARD

a. Approve 2014 CSBA Delegate Assembly Election of Candidates

On motion of Allen Rosen, seconded by Jennifer von Schneidau, the board of Education approved the election of Gregory J. Barker, Darlene A. Bruno, Rob Collins, Ana Del Rio-Barba as 2014 CSBA Delegate Assembly Candidates. Motion carried Aye – Laifman, Rosen, von Schneidau, Yeoh, No – 0, Absent – Pallant.

6. BOARD POLICIES

a. Approve Amendment to Board Policy 3100 – Budget – Second Reading

On motion of Allen Rosen, seconded by Jennifer von Schneidau, the Board of Education approved the amendment to Board Policy 3100 – Budget on second reading. Motion carried Aye – Laifman, Rosen, von Schneidau, Yeoh, No – 0, Absent – Pallant.

b. Approve Amendment to Board Policy 2210 – Administrative Discretion Regarding Board Policy – First Reading

On motion of Jennifer von Schneidau, seconded by Allen Rosen, the Board of Education approved the amendment to Board Policy 2210 – Administrative Discretion Regarding Board Policy on first reading. Motion carried Aye – Laifman, Rosen, von Schneidau, Yeoh, No – 0, Absent – Pallant.

c. Approve Amendment to Board Policy 3551 – Food Service Operations/Cafeteria Fund – First Reading

On motion of Barbara Laifman, seconded by Jennifer von Schneidau, the Board of Education approved the amendment to Board Policy 3551 – Food Service Operations/Cafeteria Fund on first reading. Motion carried Aye – Laifman, Rosen, von Schneidau, Yeoh, No – 0, Absent – Pallant.

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

On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education approved the amendment to Board Policy 5123 – Promotion/Acceleration/Retention. Motion carried Aye – Laifman, Rosen, von Schneidau, Yeoh, No – 0, Absent - Pallant.

e. Approve Amendment to Board Policy 5141.21 – Administering Medication and Monitoring Health Conditions – First Reading

On motion of Allen Rosen, seconded by Jennifer von Schneidau, the Board of Education approved the amendment to Board Policy 5141.21 – Administering Medication and Monitoring Health Conditions on first reading. Motion carried Aye – Laifman, Rosen, von Schneidau, Yeoh, No – 0, Absent - Pallant.

f. Approve Amendment to Board Policy 5146 – Married/Pregnant/Parenting Students – First Reading

On motion of Jennifer von Schneidau, seconded by Barbara Laifman, the Board of Education approved the amendment to Board Policy 5146 – Married/Pregnant/Parenting Students on first reading. Motion carried Aye – Laifman, Rosen, von Schneidau, Yeoh, No -0, Absent – Pallant.

IV. 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

District Motto – Dr. Knight asked the Board to consider changing the District Motto. Next month we will bring an action item to approve a plan on soliciting input from students, staff and parents on a new motto for the District for Board approval.

There being no further business before this Board, the Regular meeting is declared adjourned at 8:48 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: MARCH 18, 2014
SUBJECT: C.1.c. APPROVE PURCHASE ORDERS – FEBRUARY 1-28, 2014

CONSENT

ISSUE: Shall the Board approve the attached purchase orders issued February 1-28, 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	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Includes 02/01/2014 - 02/28/2014

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B14-00146	Document Systems	Open purchase order for color copies	Brookside School	010	1,400.00
B14-00242	VCOE	Fingerprinting charges for 2013-14	Human Resources	010	300.00
B14-00243	Agoura Lock Technologies, Inc.	Key duplication for Red Oak	Red Oak Elementary School	010	150.00
B14-00244	Southwinds Transportation	DON: Bus Transport for field trips	Medea Creek Middle School	010	540.60
B14-00245	Frontline Technologies, Inc	AESOP - Guest Teacher	Business Administration	010	5,250.00
B14-00246	Nancy Casey	SpEd psycho-educational assessments - contractor	District-wide	010	10,000.00
B14-00247	Alex VanSickle	SpEd Contractor - academic assessments	District-wide	010	5,000.00
B14-00248	Yeal Forman	SpEd assessments by contractor	District-wide	010	6,000.00
B14-00249	ABA Network	SpEd - behavior consult - Nonpublic School/Agency	District-wide	010	10,200.00
B14-00250	Do-It Center	DISC: Custodial /maintenance supplies	Medea Creek Middle School	010	200.00
B14-00251	US Air Conditioning	2013-2014 HVAC Service & Parts	Business Administration	010	300.00
B14-00252	Cintas Document Management	DON: Open PO - Document Mgmt Service Fees	Medea Creek Middle School	010	100.00
P14-00065	Sports Facilities Group	Annual Mtce Agreement Bleachers/Seating OPHS	Business Administration	010	9,500.00
P14-00489	Town & Country Printing	Office tardy slips	Red Oak Elementary School	010	137.73
P14-00490	IDS Mechanical Engineers	Proj 14-22R Mechanical Engineering HVAC DO #2	Business Administration	213	7,000.00
P14-00491	IDS Mechanical Engineers	Proj 14-22R Mechanical Engineering HVAC DO #1	Business Administration	213	11,500.00
P14-00492	Flinn Scientific, Inc	Science Don/mat & supp	Oak Park High School	010	1,351.89
P14-00493	CA Science Center Foundation	4th Grade - California Science Center	Oak Hills Elementary School	010	846.00
P14-00494	Clean Fuel Connection, Inc	2 Dual EV Charging Stations	Business Administration	010	23,319.60
P14-00495	VENTURA COUNTY STAR	Proj 14-07R Legal Ad Roof Repair ROES	Business Administration	213	856.24
P14-00496	Stacy Dishlip	Classes for GATE Program	Oak Hills Elementary School	010	960.00
P14-00497	An Outreach of the International Printing Museum	5th Grade in-house Field Trip	Oak Hills Elementary School	010	650.00
P14-00498	Advantra Graphics	School Watch Newsletter and Postage	District-wide	010	1,944.97
P14-00499	Advantra Graphics	Sustainability Fair Posters	Superintendent	010	271.26
P14-00500	M/M Mechanical, Inc	DO Emergency Water Repair	Business Administration	010	311.97
P14-00501	M/M Mechanical, Inc	OHES installtion of expansion tank	Business Administration	010	635.75
P14-00502	M/M Mechanical, Inc	Proj 14-03R Emergency Gas Main Repairs OPHS	Business Administration	213	125,288.00
P14-00503	M/M Mechanical, Inc	Proj 14-06R Emergency Water Main Repairs MCMS	Business Administration	213	32,309.45
P14-00504	Carolina Biological Supply Co	Science Don/mat & supp	Oak Park High School	010	2,282.64

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

Page 1

Includes 02/01/2014 - 02/28/2014

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P14-00505	Community Foundation Oak Park	Donation to Christine Brown Scholarship	Oak View High School	010	600.00
P14-00506	Us Bank Trust Nat'l Assn.	Admin Fees GOB Election 2006, Series 2007 (C6)	Business Administration	212	700.00
P14-00507	BTC Laboratories	Proj 13-05R Special Inspection Services OPHS	Business Administration	213	385.00
P14-00508	Environmental Testing Associa	Proj 14-22R Asbestos Testing HVAC Upgrade DO	Business Administration	213	820.00
P14-00509	Agoura Lock Technologies, Inc.	Lock Repair at Oak Hills	Oak Hills Elementary School	010	100.00
P14-00510	D & S Marketing Systems, Inc.	Econ Don/mat & supp	Oak Park High School	010	513.37
P14-00511	SpeakWorks, Inc.	PFC Don/ASL/mat & supp	Oak Park High School	010	330.00
P14-00512	Island Packers Cruises	Field Trip	Home Independent Study Program	010	1,376.00
P14-00513	Pacificom	PA System OVHS Installation	Business Administration	010	409.00
P14-00514	Mike Stephenson	Sweatshirts	Board of Education	010	175.23
P14-00515	Southwinds Transportation	Parent funded field trip--Civic Arts	Red Oak Elementary School	010	731.20
P14-00516	Southwinds Transportation	Parent funded field trip, Santa Barbara Mission	Red Oak Elementary School	010	2,012.40
P14-00517	Music in the Parks	DON: Music in the Parks Festival	Medea Creek Middle School	010	12,541.00
P14-00518	Flinn Scientific, Inc	Science/Don/mat & supp	Oak Park High School	010	410.74
P14-00519	Delta Education, LLC c/o American Express	ROES FOSS Grade 4 add Science Materials 2013-14	Curriculum	010	1,125.74
P14-00520	California Lutheran University	Grad Admin Credential-J. Meskis @ CLU-Spring 2014	Human Resources	010	1,360.00
P14-00521	Organized Sports Inc.	DON: PE Uniforms & Locks 2014-15, Early Bird Svgs	Medea Creek Middle School	010	12,157.71
P14-00522	Kaiser Air & Sheet Metal Inc.	HVAC Maintenance Rm 103 OPHS	Business Administration	010	290.00
P14-00523	VCSCA Pat Birchard, Treasurer	LOTT: "Stressed? DeStress!" Conference	Medea Creek Middle School	010	84.00
P14-00524	VCOE	Active Shooter Workshop 12/16/13 VCOE	Human Resources	010	320.00
P14-00525	Main Street Tours	Donation -- 5th grade bus Riley's Farm	Brookside School	010	5,180.00
P14-00526	ACSA Membership Processing	Ad for Elm Prin - EdCal	Human Resources	010	960.00
P14-00527	VCOE	carpe diem conference S. Allen	Curriculum	010	65.00
P14-00528	VCOE	carpe diem conference, J. Rogers	Curriculum	010	65.00
P14-00529	Uline	ID Sleeves/Admin/mat & supp	Oak Park High School	010	60.91
P14-00530	Sports Facilities Group	Proj 14-23R Replace JV Baseball Bleachers OPHS	Business Administration	213	13,795.00
P14-00531	Access Display Group	PFC Don/Display Case/500+	Oak Park High School	010	1,078.35
P14-00532	VCOE	Math conference @ VCOE	Curriculum	010	75.00
P14-00533	Southwinds Transportation	donation 1st & 4th grade buses	Brookside School	010	1,359.30

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

Page 2

Includes 02/01/2014 - 02/28/2014

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P14-00534	Southwinds Transportation	Donation	Brookside School	010	428.10
P14-00535	VENTURA COUNTY STAR	Proj 13-15R Legal Ad Bldg A Mod OPHS	Business Administration	213	862.40
P14-00536	VENTURA COUNTY STAR	Proj 13-12R Legal Ad Bldg 100 Mod BES	Business Administration	213	862.40
P14-00537	VENTURA COUNTY STAR	Proj 14-04R Legal Ad Roof Repairs MCMS,BES,OVHS	Business Administration	213	856.24
P14-00538	Superior Sandblasting, Inc.	Graffiti Removal OPHS	Business Administration	010	550.00
P14-00539	Thompson Publishing Group Inc.	Education Code 2014 Books	Superintendent	010	336.68
P14-00540	Wings of Discovery	Bird Education Booth	District-wide	010	62.00
P14-00541	Magnum Fence and Security Inc	Proj 14-23 Backstop Installation OPHS	Business Administration	213	14,892.00
P14-00542	HD Supply Const.dba White Cap	Maintenance Supplies Districtwide	Business Administration	010	648.79
P14-00543	Interstate Striping & Signs	ADA Signage MCMS	Business Administration	010	750.00
P14-00544	Irwin Telescopic Seating Compa	Proj14-23R Install Bleacher System OPHS	Business Administration	010	72,747.00
P14-00545	Montebello Unified School Dist	DON: CJSF Workshop "What is Diversity?"	Medea Creek Middle School	010	50.00
P14-00546	VENTURA COUNTY STAR	Scholar AwdS/trvl conf	Oak Park High School	010	100.00
P14-00547	Southwinds Transportation	DON: Transportation Ventura County Science Fair	Medea Creek Middle School	010	931.20
P14-00548	Advanced Multimedia Devices	SpEd iPad should strap	District-wide	010	11.75
P14-00549	KPI Architects,Inc.	Donations: Architect Services Bleacher System OPHS	Business Administration	010	3,600.00
P14-00550	KPI Architects,Inc.	Proj 14-25R Architect Services Classroom OPHS	Business Administration	213	75,200.00
P14-00551	VCOE	EdJoin Workshop for D. Cooper	Human Resources	010	10.00
P14-00552	Lightning Brothers Constructio	DON: Backpack hooks	Medea Creek Middle School	010	2,391.69
P14-00553	Western Psychological Services	SpEd protocols order - Psychs	District-wide	010	122.20
T14-00041	Monoprice	Network Patch Cables for Cisco Switches	Technology Coordinator	212	835.55
T14-00042	Monoprice	iPad Air Covers - Monoprice 120	Technology Coordinator	212	1,307.41
T14-00043	Compuwave Inc.	Charging Docks for iPad Learning Centers	Technology Coordinator	212	7,557.25
TB14-00012	VCOE	Blanket PO for IT Workshops at VCOE 2013-14	Technology Coordinator	010	2,000.00
Total Number of POs			82	Total	504,798.71

Fund Summary

Fund	Description	PO Count	Amount
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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 02/01/2014 - 02/28/2014

Fund Summary

<u>Fund</u>	<u>Description</u>	<u>PO Count</u>	<u>Amount</u>
010	General Fund	65	209,771.77
212	Measure C6 Technology Bond Fun	4	10,400.21
213	Measure R FACILITIES Bond Fund	13	284,626.73
		Total	504,798.71

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

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TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: C.1.d. APPROVE NOTICE OF COMPLETION, PROJECT 13-01R BUILDING 200 MODERNIZATION AT BROOKSIDE ELEMENTARY SCHOOL

CONSENT

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

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

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

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

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

NOTICE OF COMPLETION

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

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

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

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

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

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

STATE OF CALIFORNIA
COUNTY OF VENTURA

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

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

WITNESS my hand and official seal.

Signature _____ (SEAL)

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: C.1.e. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL DANCE TEAM – MARCH 28-30, 2014
CONSENT

ISSUE: Shall the Board approve a field trip for the OPHS Dance Team?

BACKGROUND: Principal, Kevin Buchanan, requests approval for an overnight trip for the Oak Park High School Dance Team to attend the USA Nationals Competition scheduled for March 28-30, 2014 in Anaheim, CA. Approximately 18 dance team members, one OPHS coach and five parent volunteers will travel by district approved drivers in private vehicles. They will depart on Friday, March 28 at 3:30 pm and return Sunday, March 30. They will stay at the Anaheim Marriot Hotel. Students will pay approximately \$245 per student to cover the cost of meals, transportation 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 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	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: C.2.a APPROVE RESOLUTION #14-03 AUTHORIZING EMERGENCY WATER MAIN REPAIRS AT MEDEA CREEK MIDDLE SCHOOL

ACTION

ISSUE: Shall the Board approve Resolution #14-03 authorizing emergency repairs to the main water line at Medea Creek Middle School?

BACKGROUND: On Wednesday, January 22, 2014, a significant break in the main domestic water line serving Medea Creek Middle School was discovered, affecting water service to classrooms, restrooms, drinking fountains, and the school cafeteria. After review by construction manager Balfour Beatty, District maintenance staff, and the school principal, and in consultation with a qualified and licensed plumbing firm, it was determined that the main line had to be repaired immediately to eliminate any potential hazard and protect District students, staff, and property. With school in session, MM Mechanical, Inc., a contractor used extensively during the District's Measure R and Modernization projects, was immediately engaged to perform the necessary repairs. MM Mechanical proposed to complete all domestic water line repairs, including all necessary concrete and retaining wall repairs by January 30, 2014, at an estimated cost of \$32,000. This amount exceeds the statutory \$15,000 bid limit specified by Public Contracts Code (PCC). However, PCC 20113 provides that upon unanimous consent of the Board, and subject to the approval of the County Superintendent of Schools, emergency contracts may be awarded without bids when any improvement or repair is necessary to permit the continuance of existing school classes. The Board is asked to approve Resolution #14-03, declaring that the failure of the main domestic water line at Medea Creek Middle School represents an emergency condition, and authorize the award of a contract for appropriate plumbing repairs and concrete replacement to MM Mechanical, Inc. in an amount not to exceed \$35,000, subject to approval by the County Superintendent of Schools.

ALTERNATIVES:

1. Approve Emergency Resolution #14-03.
2. Do not approve Emergency Resolution #14-03.

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	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT

RESOLUTION #14-03

**EMERGENCY RESOLUTION AUTHORIZING EMERGENCY REPAIRS
AT MEDEA CREEK MIDDLE SCHOOL
TO PERMIT CONTINUATION OF EXISTING CLASSES**

WHEREAS, during the week of January 20, 2014, a significant leak in the main domestic water line at Medea Creek Middle School was detected and it became necessary to shut down the site’s domestic water service to affect the necessary repairs; and

WHEREAS, demolition to perform repairs has exposed the failure and deterioration of the main valve serving the school, and it has been determined that the main line must be immediately repaired to ensure the availability of clean water for drinking and use in classrooms, restrooms, the health office, and the cafeteria to eliminate any potential health hazard and to protect District students, staff, and property; and

WHEREAS, the cost of the repairs to correct this emergency exceeded the statutory \$15,000 requirement for bidding of contracts specified by the Public Contracts Code (PCC); and

WHEREAS, time was of the essence and bidding for necessary repairs as specified by the Public Contract Code (PCC) would have created significant delays in resolving the emergency conditions and prevented the continuance of existing school classes; and

WHEREAS, PCC Section 20113 provides that upon unanimous consent of the governing board, and subject to the approval of the County Superintendent of Schools, the District may award emergency contracts without securing bids when any repair, alteration, work, or improvement is necessary to prevent or correct any condition that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services and to permit the continuance of existing school classes.

NOW, THEREFORE, the Board of Education of the Oak Park Unified School District by unanimous vote declares than an emergency exists, and approves and authorizes the award of a contract to MM Mechanical, Inc. for appropriate plumbing repairs and replacement, in an amount not to exceed \$35,000, subject to approval by the Ventura County Superintendent of Schools.

ADOPTED this 18th day of March 2014, by the Board of Education of the Oak Pak Unified School District, in Ventura County, California.

AYES: _____
NOES _____
ABSENT: _____

CERTIFICATION: I declare under penalty of perjury that the foregoing is a true and correct copy of a resolution adopted by the above named school district.

Anthony W. Knight, Ed.D., Superintendent
Secretary to the Board of Education of the
Oak Park Unified School District

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: C.2.b APPROVE NOTICE OF COMPLETION, EMERGENCY RESOLUTION 14-03, MAIN WATER LINE REPAIRS AT MEDEA CREEK MIDDLE SCHOOL

ACTION

ISSUE: Shall the Board approve the Notice of Completion for Emergency Resolution 14-03, Main Water Line Repairs at Medea Creek Middle School, contracted with MM Mechanical, Inc.?

BACKGROUND: On January 22, 2014, the Oak Park Unified School District entered into a contract for Emergency Resolution 14-03, Main Water Line Repairs at Medea Creek Middle School with MM Mechanical, Inc.

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

- ALTERNATIVES:**
1. Approve the Notice of Completion for Emergency Resolution 14-03, Main Water Line Repairs at Medea Creek Middle School, contracted with MM Mechanical, Inc.
 2. Do not approve the Notice of Completion.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

NOTICE OF COMPLETION

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

Description: Medea Creek Middle School, 1002 Doubletree Road, Oak Park, CA 91377

That on or about January 22, 2014 the said Oak Park Unified School District of Ventura County entered into a contract with MM Mechanical, Inc. of Carpinteria, California, for Emergency Resolution 14-03, Main Water Line Repairs at Medea Creek Middle School on certain real property hereinbefore described: that said building and improvements were actually completed on February 18, 2014: that the address of said Oak Park Unified School District is 5801 E. Conifer Street, Oak Park, CA 91377, Ventura County, California.

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

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

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

STATE OF CALIFORNIA
COUNTY OF VENTURA

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

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

WITNESS my hand and official seal.

Signature _____ (SEAL)

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: C.2.c. APPROVE ESTABLISHMENT OF ASSOCIATED STUDY BODY AT OAK PARK INDEPENDENT SCHOOL

ACTION

ISSUE: Shall the Board of Education approve the establishment of an Associated Study Body (ASB) organization at Oak Park Independent School?

BACKGROUND: Authorized by California law, students in public schools may raise money and make decisions about how they will spend this money. Student organizations established to raise and spend money on behalf of students are called Associated Student Body (ASB) organizations. Funds raised and spent by ASB organizations are called ASB funds. ASB organizations represent an opportunity for students to learn principles of operating a business and make a contribution to their school. Education Code §48930-48938 assigns the governing board with the authority to approve the formation of a student body organization within the district.

The Oak Park Independent School (OPIS) is requesting the Board’s authorization to establish an associated student body organization. As noted in the attached organizational document, the Independent School OSB represents an opportunity for students to participate in positive social activities and other study body events, develop leadership skills, and contribute to their school and community through service. The proposed organization has been reviewed by the District’s audit firm and found to be compliant with applicable law.

ALTERNATIVES:

1. Approve the establishment of an Associated Study Body organization at Oak Park Independent School.
2. Do not approve the establishment of an ASB organization.

RECOMMENDATION: Alternative No. 1

Prepared by: Stewart McGugan, Director, Alternative Education
 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	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____



Oak Park Independent School



Associated Student Body (OSB) Guidelines 2014-2015

The Independent School OSB represents an opportunity for students to:

- *Participate in positive social activities and other study body events*
- *Develop leadership skills*
- *Contribute to our school and to our community through service*

Roles and Process

The Principal

Under the supervision of the superintendent, the Independent School Principal is responsible for the activities at the school site. Students will be involved as much as possible in the various OSB responsibilities, while the principal and advisors will retain final decision-making responsibility. The principal will monitor and review the OSB activities and the observed leadership and initiative among the students.

The principal is primarily responsible for all OSB activities including:

- Communicating the student organization policies and procedures to the staff and students, and enforcing the policies and procedures.
- Assigning and supervising a site staff to perform site financial tasks related to OSB and maintain adequate records of OSB activities, including the deposit of funds.
- Reviewing the monthly bank reconciliation prepared for the OSB bank account and any other financial information and statements for the OSB funds.
- Deciding how many fund-raising events will be held each year and determining whether they are appropriate.
- Scheduling and receiving proper approval for fund-raising events.
- Making decisions about how the funds raised will be spent.

- Delegating responsibility for the operation of the fund-raising event to a responsible adult.
- Monitoring the results of the fund-raising activities.
- Ensuring that all OSB funds are raised and spent in accordance with the applicable laws and the district's policies and procedures.
- Working with the district's business office regarding training, implementation of good business practices, internal controls, and resolution of audit findings.
- Reporting any suspected fraud or abuse to the district business office.

The principal may delegate some or all of these activities to an Independent School certificated or classified staff member. Because cash is involved, the principal should ensure that a second person (a site employee) is involved in:

- Decisions about the use of OSB funds
- Handling all cash
- Signing checks to spend the student funds

The OSB Advisors

The principal's designee will also oversee any OSB student body meetings and student clubs. As the designee of the principal, the OSB advisors may be directly responsible for some or all of the functions listed above and ensure that all required procedures are followed. The advisors work directly with students in clubs and in the student body meetings on a day-to-day basis, supervising the activities of the student body and the clubs and serving as a link from the student body and the clubs to the OSB bookkeeper and the principal. The advisors will initiate community service discussions and will elicit such ideas from the student body. When any OSB group or club holds fund-raising events, the advisors are responsible for ensuring that adequate planning and internal controls are established for the fund-raising event and that all of the funds are properly accounted for and are given to the OSB bookkeeper with all of the necessary paperwork at the end of the event.

The OSB Bookkeeper

The Independent School OSB Bookkeeper is responsible for maintaining the accounting records for the OSB, ensuring that:

- All OSB funds are safeguarded while at the school site until deposited in the OSB bank account in a timely manner
- Adequate financial records are maintained of all OSB financial transactions in accordance with established procedures.
- The bank reconciliation is completed each month.
- Laws and the district's policies and procedures related to OSB funds are followed.
- Any suspected fraud or abuse is reported to the principal/site administrator or the district business office.

Student Body Meetings


All Independent School 9-12 students are deemed members of the OSB student body and may attend, participate and give input regarding all activities and pending decisions. The principal and adviser retain the final authority as to how the funds raised will be spent and about all activities occurring as OSB projects. Student leadership will be encouraged and learning activities and guidance will be provided to develop such leadership, organization and communication skills and behaviors. Ground rules are to be established at the formation meeting(s). These meeting norms will be developed with input from all students in attendance and the OSB advisors will submit and make available to all students.

Minutes

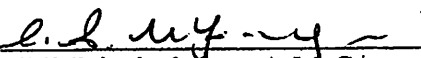
OSB Meeting minutes will serve as the record of each meeting and the actions. The meeting minutes serve as the record of each meeting and the actions taken during the meeting and demonstrate that activities and decisions follow OSB policies and procedures. Minutes will include details of proceedings, including pertinent financial matters, fund-raising ventures, and expenditures. Minutes are not a verbatim transcript of every word spoken; rather, they are a concise documentation of the essential matters discussed at each meeting so there is a record of what occurred. The minutes will clearly written so that they can be read and understood in the future. The OSB Advisors will maintain a binder of all minutes and other pertinent documents about OSB activities.


OSB Advisor: Kate Thompson

3/4/14
Date


OSB Advisor: Kate Edwards

3/4/14
Date


OPIS Principal: Stewart McGigan

3/4/14
Date

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: C.2.d. APPROVE INTERIM LEASE-LEASE BACK AGREEMENT FOR PROJECT 14-25R, CLASSROOM REPLACEMENT PROJECT AT OAK PARK HIGH SCHOOL

ACTION

ISSUE: Shall the Board of Education approve an interim 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 January 21, 2014, the Board approved the Measure R Master Plan 2014 Update, which added the priority replacement of Oak Park High School classrooms R1 through R6, all at the end of their serviceable life. At its February meeting, the Board authorized staff to move forward the lease-lease back acquisition of replacement buildings. At this evening’s meeting, the Board is asked to authorize an interim lease-lease back agreement with Balfour Beatty Construction, Inc. to initiate this time-sensitive project. The proposed interim agreement was being negotiated as this agenda was going to press, and will be presented to the Board in advance of this evening’s meeting.

- ALTERNATIVES:**
1. Approve an interim 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 interim 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	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: C.2.e APPROVE AWARD OF BID 13-12R, BUILDING 100 MODERNIZATION AT BROOKSIDE ELEMENTARY SCHOOL

ACTION

ISSUE: Shall the Board award Bid 13-12R, Building 100 Modernization at Brookside Elementary School?

BACKGROUND: In its approval of the District’s Facility Master Plan in January 2014, the Board authorized Project 13-12R, Building 100 Modernization at Brookside Elementary School. Bids for this project were received and opened on March 5, 2014, and are currently under review and analysis by District staff and construction manager Balfour Beatty Construction. After completion of the review, a recommendation for award will be prepared and forwarded to the Board in advance of this evening’s meeting.

ALTERNATIVES:

1. Award Bid 13-12R, Building 100 Modernization at Brookside Elementary School to the lowest responsive and responsible bidder as recommended.
2. Do not award Bid 13-12R, and reject all bids.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: C.2.f APPROVE AWARD OF BID 13-15R, BUILDING A GYMNASIUM MODERNIZATION AT OAK PARK HIGH SCHOOL

ACTION

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

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

ALTERNATIVES:

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

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: C.2.g APPROVE AWARD OF BID 14-04R, ROOF REPAIR ON RELOCATABLE CLASSROOMS AT MULTIPLE SITES

ACTION

ISSUE: Shall the Board award Bid 14-04R, Roof Repair on Relocatable Classrooms at Multiple Sites?

BACKGROUND: In its approval of the District’s Facility Master Plan in January 2014, the Board authorized Project 14-04R, Roof Repair on Relocatable Classrooms at Multiple Sites. Bids for this project were received and opened on March 7, 2014, and are currently under review and analysis by District staff and construction manager Balfour Beatty Construction. After completion of the review, a recommendation for award will be prepared and forwarded to the Board in advance of this evening’s meeting.

ALTERNATIVES:

1. Award Bid 14-04R, Roof Repair on Relocatable Classrooms at Multiple Sites, to the lowest responsive and responsible bidder as recommended.
2. Do not award Bid 14-04R, and reject all bids.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: C.2.h. APPROVE AWARD OF BID 14-07R, ROOF REPAIRS ON MULTIPLE BUILDINGS AT RED OAK ELEMENTARY SCHOOL

ACTION

ISSUE: Shall the Board award Bid 14-07R, Roof Repairs on Multiple Buildings at Red Oak Elementary School?

BACKGROUND: In its approval of the District’s Facility Master Plan on January 21, 2014, the Board authorized various roof repairs at Red Oak Elementary School. The budget established for these projects is \$156,000 for direct construction, with a 20% contingency of \$31,200, for a total budget of \$187,200. On February 19, 2014, four bids were received in response to the District’s call for bids. The following is a recap of the bids received; bid amounts are Base Bid only, no alternates were requested:

CONTRACTOR	TOTAL BASE BID
Best Contracting Services, Inc.	\$ 157,165.00
Cool Roofing Systems, Inc.	\$ 169,740.00
Channel Islands Roofing, Inc.	\$ 177,558.00
Tecta America Southern California, Inc.	\$ 188,600.00

The bids for this work have been reviewed and analyzed by Balfour Beatty Construction, the Facility Planning Subcommittee, and District staff, who recommend the award of bid to Best Contracting Services, Inc., in the amount of \$157,165.00, as lowest responsive and responsible bidder.

ALTERNATIVES:

1. Award Bid 14-07R, Roof Repairs on Multiple Buildings at Red Oak Elementary School, to Best Contracting Services, Inc., in the amount of \$157,165.00, as lowest responsive and responsible bidder.
2. Reject all bids received and direct staff to re-bid the project.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

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

February 19, 2014

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

Re: Project 14-07R Roof Repairs and Replacement on Multiple Buildings at Red Oak
Elementary School - Recommendation to Award Bid to the Lowest Responsive Bidder

Dear Mr. Klauss,

The District received bids for Project 14-07R Roof Repairs on Multiple Buildings at Red Oak Elementary School on February 19, 2014. The following companies submitted a bid (bid opening sheet in the order of opening is attached). This Project is indicated to occur in the current year in the recent Measure "R" Master Plan update approved by the Board on January 21, 2014. The work is scheduled to occur during the 2014 Summer Break.

Best Contracting	\$ 157,165.00
Cool Roofing System	\$ 169,740.00
Channel Islands Roofing	\$ 177,558.00
Tecta America	\$ 188,600.00

The 2014 Master Plan Update allocates \$ 156,000 (combined allocation from each buildings area) plus a contingency of 20% for a total construction budget of \$187,200 to complete the scope of work related to this project. Should the Board authorize Notice of Award to low bidder, Best Contracting, a savings of \$30,005 will be realized and placed into contingency. This contingency will be available should any unforeseen issues be encountered during the course of construction.

Options to the Board;

- A. Accept the bids and authorize Staff to enter into an Agreement with Best Contracting
- B. Reject the bids and authorize Staff to re-bid the project

Balfour Beatty Construction has reviewed the bid package and confirmed the submitted proposal is responsive and we would recommend the Board of Trustees authorize Staff to proceed with issuance of a Notice of Award and Agreement to Best Contracting.

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

Respectfully,



Dennis Kuykendall
Senior Project Manager, Balfour Beatty Construction

Attachments; Bid Sheet Tabulation

cc. Julie Suarez, OPUSD
Tom Wulf, OPUSD FPC
Peter Kristensen, OPUSD FPC
Keith Henderson, Balfour Beatty Construction, File

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
**SUBJECT: C.2.i. APPROVE AMENDMENT TO MEASURE R MASTER PLAN:
PROJECT 14-23R, REPAIR OF BACKSTOP AND REPLACEMENT OF
BLEACHERS AT OAK PARK HIGH SCHOOL**

ACTION

ISSUE: Shall the Board approve an amendment to the Facilities Master Plan to add Project 14-23R, Repair of Backstop and Replacement of Bleachers at Oak Park High School, to be funded from the Measure R building fund?

BACKGROUND: In preparing the baseball fields at Oak Park High School for the upcoming season, two safety hazards were identified requiring immediate attention. On the Junior Varsity field, the backstop is falling apart and one structural pole is being held in place by a rope tied to the bleachers. In addition, the bleachers located on the same field are also in serious disrepair. The structure is missing rails, stairs are not to code, and there are sharp edges at each seat. It has been determined that both structures are beyond repair and should be immediately replaced. After receiving quotes from several contractors, it is recommended that the attached proposals from Magnum Fence and Security in the amount of \$14,892.00, and from Sports Facilities Group in the amount of \$13,795.00 be accepted for this work, designated as Project 14-23R. After review and discussion, District staff, BBC, and the Facility Planning Committee subcommittee have found that the repairs are essential and recommend that the work be funded from the Measure R bond fund. Measure R bond language authorizes use of bond funds for “furnishing and equipping ...facilities ...to replace worn, broken, or out-of- date equipment for all classrooms, athletic facilities and other facilities, as needed.” As a safety concern, it is recommended that the Board authorize the revision of the Facility Master Plan to incorporate this project, to be funded by Measure R bond funds.

ALTERNATIVES:

1. Approve an amendment to the Facilities Master Plan adding Project 14-23R, Repair of Backstop and Replacement of Bleachers at Oak Park High School, to be funded from the Measure R building fund
2. Do not approve the proposed Master Plan amendment.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

Magnum Fence and Security Inc.

Lic # 719567

1070 N. Ventura Ave Ventura, CA 93001 (805) 641 3656 Fax (805) 641 3606

PROPOSAL

Date: February 19, 2014

Julie Suarez
Director of Business Operations
Oak Park School District
P 818 735 3210, P 818 355 7176, jsuarez@oakparkusd.org

RE: Oak Park High School Backstop

Julie:

It was a pleasure meeting you the other day and thank you for the opportunity to quote on installing the baseball backstop at the lower field at Oak Park High School. Proposal is as follows:

I checked out the kits from L.A. Steelcraft they didn't seem very economical. We can build a backstop that would be an improvement on what you have there. Back stop to be 15ft tall, have a 10ft section behind home plate and two 20ft wings. This matches the existing dimensions. Dugout sections will be attached to the new backstop.

Details are as follows:

1. Prevailing wages to be paid to workers.
2. All material to be galvanized and heavy duty.
3. Old backstop will be demo'd out and hauled away.
4. All upright posts to be 4 inch sch40 set in 1.5ft wide by 3ft deep concrete footers. Footing size is based on other projects that we have completed. If needed, I can get a structural engineer to perform the calculations and stamp it. Assumes that we can dump the dirt at the school.
5. There will be 4 horizontal 1 5/8 sch40 rails. One at the bottom and top. Than 2 to split the middle. Basically a rail at every 5ft. We will tie the wire to the rails that point per your comment.
6. All chainlink to be 9 gauge 2 inch mesh.
7. Pressure treated 2x12 Douglas Fir to be installed at the bottom for the back and the 1st 10ft of each wing. These will be painted black. Matched the other field backstop.

Installed price including labor, material and taxes: \$14,892.00

~~Add \$303.00 to install 6 gauge chainlink on the bottom 5ft of the backstop. - This is a very tough chainlink that can take abuse.~~ DECLINED

Please let me know if you have any questions.

Regards,

Ralph J. Coolman

Ralph J. Coolman

Quote good for 30 days. Work to be completed in a workmanship like manner following standard industry practices. Notify crew of any underground utilities

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 18, 2014

**SUBJECT: C.2.j. APPROVE AWARD OF REQUEST FOR PROPOSALS FOR
MANAGED VOIP TELEPHONE SERVICE**

ACTION

ISSUE: Shall the Board of Education approve the award of the Request for Proposals (RFP) for Managed VOIP Telephone Service?

BACKGROUND: At its meeting February 19, 2014, the Board authorized consultant Infinity Communications & Consulting, Inc. to prepare a Request for Proposals (RFP) to address the requirements of both the federal Erate program and Public Contract Code bidding for acquisition of a hosted VOIP telephone system. The submittal deadline for RFP responses was scheduled to occur after this agenda went to press. It is anticipated that the responses will be received and analyzed by the consultant and District staff, and that a recommendation for the award of a contract will be provided to the Board in advance of this evening's meeting.

ALTERNATIVES:

1. Approve the award of the RFP for Managed VOIP Telephone Service as recommended.
2. Do not approve the award of the RFP.

RECOMMENDATION: Alternative No. 1

Prepared by: Enoch Kwok, Director, Educational Technology and Information
Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted:

Anthony W. Knight, Ed.D.
Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
**SUBJECT: C.2.k. APPROVE AGREEMENT FOR CONSULTANT SERVICES:
PROJECT 14-17R, DISTRICT-WIDE SECURITY CAMERA SYSTEM**
ACTION

ISSUE: Shall the Board of Education approve an agreement for consultant services in connection with Project 14-17R, District-Wide Security Camera System?

BACKGROUND: At its meeting on January 21, 2014, the Board approved the Measure R Master Plan 2014 Update, which included the installation of security cameras at all District campuses as a priority project. District staff is requesting authorization to enter into a consultant agreement with surveillance system expert Chuck Boone to assist in the planning, design, installation, deployment, and ongoing support of a Video Management Software (VMS)/IP camera-based television surveillance system. The consultant will work with OPUSD staff to select software, hardware, and a system integrator based on value. The contractor will also assist in the drafting and review of the purchase contract and support agreements to ensure the district purchases only what is needed to accomplish the district’s goals at a reasonable price. Details of the proposed consultant agreement were being finalized as this agenda was going to press, and will be forwarded to the Board in advance of this evening’s meeting. It is recommended the Board approve the consultant services, to be funded from Measure R Bond funds.

- ALTERNATIVES:**
1. Approve the consultant agreement with Chuck Boone for surveillance system planning and design in connection with Project 14-17R, District-Wide Security Camera System, as recommended.
 2. Do not approve the consultant agreement.

RECOMMENDATION: Alternative No. 1

Prepared by: Enoch Kwok, Director, Educational Technology and Information
Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: C.2.1. APPROVE PURCHASE OF MOBILE COMPUTING DEVICES AND TECHNOLOGY EQUIPMENT FROM MEASURE C6 BOND FUND

ACTION

ISSUE: Shall the Board of Education approve the purchase of mobile computing devices and technology equipment from the Measure C6 bond fund?

BACKGROUND: At its meeting in November 2013, in accordance with the District’s 2013-2016 Technology Plan, approved by the Board in June 2013, and the three-year technology expenditures roadmap, approved in September 2013, the Board authorized the purchase of next generation iPads for all teachers and administrators and to begin deploying student learning centers of iPads (8-10 iPads per classroom). This authorization entailed a two-step purchase, scheduled for Fall 2013 and Spring 2014, utilizing Measure C6 bond funds. The plan approved by the Board is again provided as an attachment for the Board’s information.

As authorized by the Board, the first round of purchases included 414 of the newly released iPads, 32Gb capacity for teachers and 64Gb for TechLITEs. Also authorized was the acquisition of covers, peripherals, charging docks, software licensing, app vouchers, and management computers (7 desktops and laptops with monitors) for a total expense of \$360,000.

Staff is now seeking approval for Phase 2 of this project, consisting of approximately 620 iPads, which will allow additional learning centers and MiLKs to be deployed primarily at the elementary level, but also in select secondary classrooms. The estimated cost of the Phase 2 purchase is \$540,000.

- ALTERNATIVES:**
1. Approve the Spring 2014 purchase of mobile computing devices and technology equipment as specified above, in the amount of \$540,000, to be funded from the Measure C6 bond fund
 2. Do not approve the purchase.

RECOMMENDATION: Alternative No. 1

Prepared by: Enoch Kwok, Director, Educational Technology and Information
 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	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

From November 19, 2013 Board Meeting:

IPAD ACQUISITION PLAN FOR FALL 2013/SPRING 2014: INFORMATION AND RATIONALE

According to Goal 1, Objective 1.1 benchmarks spelled out in the District's 2013-16 Technology Plan:

*Year 1 Benchmark (pg. 6) "By June 2014, 100% of all teachers will have a dedicated teacher iPad to deliver instruction, **at least** 25% of elementary (K-5) classrooms will have learning centers of 6-8 iPads, and secondary classrooms (6-12) will have access to shared mobile carts of 36 iPads in a ratio of **at least** 1 mobile cart for every 20 full time teachers."*

The plan for the iPad initiative was further articulated in the Three-Year Technology Expenditures Roadmap shared with the Board at its September meeting. A copy of this document, with applicable portions highlighted, is again attached for the Board's review.

The first round of iPads we are proposing to purchase is going to focus on getting Teacher class iPads (32Gb iPad Airs) as well as outfitting all TechLITEs with their own classroom learning center of up to 10 iPads. This will be the first chance teachers get to have "their own" student-centered iPads in their classroom. Up till now, the TechLITEs have been sharing a single learning center set of 10 iPads amongst the two or three TechLITEs at the site so they are not getting daily, pervasive use of iPads for their students. By deploying iPad Learning Centers to each TechLITE, they will have the ability and flexibility to design more lessons to use the iPads on an ongoing basis. We are still in the building teacher proficiency and capacity stage of deploying this new technology. There is a significantly different approach to using iPads for instruction when you just have a single Teacher iPad in the classroom, and when you have a set of 10 iPads you can cycle your students through, or have them work in teams to share.

Once the TechLITEs have had a chance to gain some experience with classroom resident iPad Learning Centers, we will broaden the base of Teachers with access to Learning Centers to non-TechLITEs, which will happen under the second round of iPad purchases for later this winter/early spring.

The types of activities the Teachers will use the Learning Center iPads for are wide open. Some will use them for accessing information (web searches), some could use them for drill and reinforcement of concepts, some will use them for simulations, some will use them for content creation and publishing. The possibilities are endless, and are only limited by the amount of time that the teachers will have to investigate the different types of learning opportunities that different apps can provide. We are still in the phase where identifying high quality and useful apps is of prime importance, and so that is one of the focuses of our monthly TechLITE meetings (both with Elementary TechLITEs and with Secondary TechLITEs, which meet on a different schedule). I already have reports of TechLITEs using iPads for Math skills reinforcement daily.

Round 2 iPad Purchase (Early Spring)

In the early spring, a second larger purchase of iPads will be proposed, consisting of approximately 620 iPads, which will allow additional learning centers and MiLKs to be deployed primarily at the elementary level, but also in select secondary classrooms. As previously noted, staff will return to the Board at that time to request specific authorization with Round 2 purchases.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: C.2.m. APPROVE PURCHASE OF MAINTENANCE EQUIPMENT AUTHORIZED IN MEASURE C6 TECHNOLOGY AND EQUIPMENT PLAN

ACTION

ISSUE: Shall the Board authorize the purchase of maintenance and cafeteria equipment as previously identified in the Measure C6 Technology and Equipment Plan?

BACKGROUND: At its meeting February 19, 2013, the Board approved the 2013 Measure C6 Technology and Equipment plan. Included within the plan was the purchase of the following maintenance and cafeteria equipment:

Equipment Description	Vendor/Mfr	Qty	Cost
Semielectric Pallet Jack	Dayton	1	\$3,900.00
70SR Hydraulic Dump Trailer	Big Tex	1	\$7,000.00
9" CH922DH Chipper	Bear Cat	1	\$4,000.00
1030 Pedestrian Trencher	Ditch Witch	1	\$6,000.00
Touchcomputer – Child Nutrition	Compuwave	1	\$2,160.00

In conformance with the Board-approved Measure C6 Technology and Equipment Plan, staff is requesting the Board’s authorization to purchase the proposed equipment from the vendors and in the amounts specified above.

ALTERNATIVES:

1. Approve the purchase of the proposed equipment from the vendors and in the amounts specified above per the Measure C6 Technology and Equipment Plan
2. Do not approve the proposed 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	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 18, 2014

SUBJECT: C.2.n. APPROVE PROPOSED PLAN TO IMPLEMENT K-3 CLASS SIZE REDUCTION

ACTION

ISSUE: The Board will consider a proposal from staff that outlines a phased plan to reduce class sizes in grades K-3 beginning in school year 2014-15.

BACKGROUND: An incentive program to reduce class sizes in early grades began in California in 1996. This Class Size Reduction (CSR) program provided additional funding for participating schools that maintained a ratio of one teacher per 20 students or fewer. Oak Park Unified has participated in this program since its inception. Under the program classrooms that exceeded an average of 20.44 students lost their entire CSR entitlement. This plan continued without much change until 2004 when the legislature raised the student average to 21.85 as the new maximum that triggered a full penalty for a classroom. In addition, the state introduced interim (partial) loss of funding for classes based on how many students exceeded the program's initial 20.44 class average. In 2009, in response to extraordinary economic circumstances, the legislature again loosened the penalties on districts by raising the average from 21.85 to 24.95 with only a 30% penalty for exceeding that average. Oak Park Unified maintained K-3 class sizes well below the 24.95 average until the 2010-11 school year when the economic situation began to erode our ability to balance budgets and maintain programs. Beginning in that year the district raised class sizes in grades K-3 to 26-28 and accepted the 30% penalty for exceeding the 24.95 class average.

With the recent improvement in the State's economy the governor and legislature have revised how school districts are being funded. As part of the new LCFF funding formula the State has provided monetary incentives for districts to reduce class size in grades K-3 to 24-1. This new class size initiative requires that a district attain or make progress towards the 24-1 target, or have alternative language in their collective bargaining agreement that provides a different class size average. While Oak Park does have language in the teacher contract establishing a 28-1 target class size in grades K-3, staff believes that the move to a 24-1 class size is beneficial. The plan being presented tonight will outline a phase-in of reduced class sizes beginning with Kindergarten in 2014-15 and then adding a new grade level each year until full implementation is achieved in 2017-18.

The staff will provide the information to facilitate the discussion and the data to inform the decision.

ALTERNATIVES:

1. Approve the proposed plan to phase in a K-3 class size reduction with a target of 24-1.
2. Do not approve the proposed plan to phase in a K-3 class size reduction with a target of 24-1.
3. Revise the proposed plan to phase in a K-3 class size reduction with a target of 24-1.

RECOMMENDATION: The staff recommends Alternative 1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

Prepared by: Clifford E. Moore, Consultant

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: C.2.o. COMMON CORE STATE STANDARDS GENERAL SPENDING PLAN FOR FISCAL YEARS 2013-14 AND 2014-15

REPORT/INFORMATION

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

BACKGROUND: The enacted 2013-14 State Budget provides one-time funds to Local Educational Agencies to support the activities required to implement the federal Common Core State Standards (CCSS) adopted by California. These new standards are required to be in place for the 2014-15 academic year. This new funding is provided specifically to support the following activities:

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

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

The District's general proposed spending plan for the one-time CCSS funds during the 2013-14 and 2014-15 years is as follows:

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

RECOMMENDATION: Information only; no action required at this time. In conformance with State requirements, this item will be placed on the April 8, 2014 agenda for the Board's consideration and action.

Prepared by: Leslie Heilbron, Ed.D., Assistant Superintendent, Human Resources
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	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: C.2.p. APPROVE CERTIFICATION OF 2013-14 SECOND INTERIM FINANCIAL REPORT AND BUDGET REVISIONS

ACTION

ISSUE: Shall the Board certify the 2013-14 Second Interim Financial Report and Budget Revisions?

BACKGROUND: Education Code Sections 1240(j), 42130, and 42131 requires the Governing Board of each district to receive and review interim financial reports for specified intervals (July 1-October 31 and July 1-January 31), and to certify the district’s ability to meet its financial obligations in the current and two subsequent years. The 2013-14 Second Interim Financial Report was still being prepared as this agenda went to press. The Second Interim Report, including the State’s criteria and standards report, will be provided to the Board under separate cover upon its completion, and will also be available for public review in the District’s Support Services Center at that time.

ALTERNATIVES:

1. Certify the Second Interim Financial Report and Budget Revisions.
2. Do not certify the Second Interim Report.

RECOMMENDATION: Alternative 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	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: C.2.q. ADOPT RESOLUTION NO. 14-06, PARTICIPATION IN CSBA CALIFORNIA SCHOOL CASH RESERVE PROGRAM

ACTION

ISSUE: Shall the Board adopt Resolution No. 14-06 for participation in the Cash Reserve Program sponsored by the California School Boards Association (CSBA) Finance Corporation?

BACKGROUND: Through its participation in the CSBA Cash Reserve Program, the District will be able to address its 2014-15 cash flow needs through a tax and revenue anticipation note (TRAN) as part of this cost-effective pooled structure. CSBA Cash Reserve Program is now in its 27th year. In the 2013-14 fiscal year, over 200 school districts, community college districts, and county offices of education were involved in the issuance of more than \$1.5 billion of notes issued through the Program. It is recommended that the Board adopt Resolution 14-06, which will be forwarded to the Board under separate cover, allowing administration to proceed to the next step in the process and take part in this beneficial Program for schools. As a reminder, the District is not obligated to participate as a result of resolution adoption. The Resolution simply delegates to the administration the right to decide on participation at the time of pricing when the interest cost and reinvestment rates are known.

- ALTERNATIVES:**
1. Adopt Resolution 14-06 authorizing borrowing of funds for fiscal year 2014-2015, the sale of one or two series of 2014-2015 Tax and Revenue Anticipation Note(s), participation in the California School Cash Reserve Program; and requesting the Board of Supervisors to issue and sell said note(s).
 2. Do not adopt Resolution No. 14-06.

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	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: C.2.r. APPROVE AGREEMENTS FOR GROUP TERM LIFE AND LONG TERM DISABILITY INSURANCE PLANS

ACTION

ISSUE: Shall the Board approve agreements for group term life and long term disability insurance plans?

BACKGROUND: The District has historically provided group term life and long term disability insurance for its administrative and confidential employees, and on a voluntary basis to all other eligible employees. Renewal of the current plan occurs April 1, 2014, and at the District’s request, broker Bridgeport Benefits obtained competitive quotes for this coverage from the current provider, Guardian, and from Cigna and Lincoln Financial. Quotes were also provided for two additional voluntary plans for accident and critical illness coverage. A comparison and analysis of the information received is attached for the Board’s information.

It is recommended that the Board approve the group term life and long term disability insurance plans offered by Cigna, which offers more robust coverage than is currently provided by Guardian, while reducing the District’s annual cost by over \$13,000. It is also recommended that the Board approve the critical illness and accident plans offered by Lincoln Financial, which as a voluntary plan have no financial impact to the District, but will provide important insurance options for its eligible employees.

ALTERNATIVES:

1. Approve the group term life and long term disability insurance plans offered by Cigna, and the voluntary insurance plans for accident and critical illness offered by Lincoln Financial.
2. Do not approve the insurance plans.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

Oak Park Unified School District

Enhancements with Cigna vs Guardian

LIFE/ACCIDENTAL DEATH & DISMEMBERMENT (AD&D)

Provision	Guardian	Cigna	Notes
Class 1 Benefit	1 X earnings to \$100K max	1 X earnings to \$140K max	Employees making \$100K+ (but < \$140K) will be covered for their full annual earnings with Cigna.
Guaranteed Issue (GI)	Class 1 - All GI Class 2 - \$155K	Class 1 - All GI Class 2 - \$200K	Currently, employees making \$51,667+ annually must answer medical questions to get their full \$575K benefit. At Cigna, only employees making \$66,667+ will answer medical questions. Cigna does NOT require employees to re-satisfy medical questions if they've already been approved with Guardian.
Age Reduction Schedule	65% at 65 and 50% at 70	65% at 70 and 45% at 75	Currently, benefits are reduced when employees turn 65. At Cigna, benefits won't reduce until age 70.
Accelerated Death Benefit	none	75% of benefit to \$75K	Not currently inforce. At Cigna, if an employee has 12 months or less to live, 75% of their benefits are payable while they're living to help with doctor bills, or to enhance the quality of their year (i.e. vacation).
Cost Summary	\$0.454 per \$1,000 \$11,637/year	\$0.22 per \$1,000 \$5,639/year	Cigna is offering a plan with better contract provisions with a greater than 50% reduction in cost.

LONG TERM DISABILITY (LTD)

Provision	Guardian	Cigna	Notes
Life Assistance Program (EAP)	none	included	Employees will receive 3 face to face visits, per issue per year, with a psychologist or counselor in the Cigna Behavioral Health network to help cope with stress, death, divorce, etc. 24/7 telephonic services are also available. All at no additional charge.
Monthly Benefit Maximum	\$6K	\$8K	Currently, employees earning up to \$120K annually are covered for their full 60% benefit. At Cigna, employees earning up to \$160K are covered for their full 60% benefit.
Trial Work Days	90 days	Unlimited	Currently, employees may have to re-satisfy their 90 day elimination period if they attempt to return to work. At Cigna, employees aren't penalized for attempting to return to work. As long as they meet the definition of disability, they can attempt to return to work every day, and still qualify for benefits. The clock won't restart.
Benefit Duration	Age 65	Social Security Normal Retirement Age (SSNRA)	Currently, benefits end at age 65. At Cigna, the benefit continues to SSNRA (currently age 67).
Substance Abuse & Mental/Nervous Limitations	24 months combined	24 months each	Currently only 24 monthly benefits will be paid out for substance abuse and/or mental nervous disorders. At Cigna, we will pay up to 48 benefit payments (24 for substance abuse and potentially another 24 for mental/nervous disorders).
Survivor Benefit	none	3 months lump sum	Not currently inforce, if a disabled employee dies, a benefit equivalent to 3 months of their last LTD benefit will be payable to their spouse or surviving children.
Pre-Existing Limitation	6/24	3/12	Currently, any Injury or Sickness for which employees incurred medical expenses or received medical treatment have a 6 months look back window. If employees become disabled, benefits aren't payable for 24 months. Cigna's look back period is only 3 months, and benefits are only not payable for 12 months. Cigna will also give credit for time employees were on the Guardian plan.
Cost Summary	\$0.88 per \$100 \$17,579/year	\$0.52 per \$100 \$10,388/year	Cigna is offering a plan with better contract provisions with a greater than 40% reduction in cost.
TOTAL COST	LIFE & LTD \$29,216/year	LIFE & LTD \$16,027/year	Cigna Life & LTD offering will result in a 45% reduction in cost and \$13,000 annual savings.

SUMMARY OF LINCOLN FINANCIAL CRITICAL ILLNESS BENEFITS:

Plan pays benefits directly to the employee for the incidence of the conditions outlined below. Employee is free to use paid amounts for out-of-pocket medical expense, salary supplement, or in any other way the employee chooses.



PROPOSED BENEFITS

MAXIMUM PRINCIPAL SUM		
	Employee	\$10,000
	Spouse	\$5,000
	Child	\$5,000
LIFETIME CATEGORY MAXIMUM		150% (50% recurrence)
Critical Illness Assessment Benefit		\$50
Family Care Benefit		\$25
Mammography Screening Benefit		\$200 Ages 35-39: One baseline screening Ages 40-49: One screening every two years Ages 50+: One screening annually
HEART CATEGORY		Percentage of Principal Sum
	Heart Attack	100%
	Heart Transplant	100%
	Stroke	100%
	Arteriosclerosis	10%
	Aneurysm	10%
ORGAN CATEGORY		
	End State Renal Failure	100%
QUALITY OF LIFE CATEGORY		
	ALS/Lou Gehrig's Disease	100%
	Advanced Alzheimer's Disease	100%
CANCER CATEGORY		100%
	Invasive Cancer	100%
	Non-Invasive Cancer	25%
PROPOSED RATES		
	Employee or Spouse	
Monthly Age Banded Rates*	\$5,000 Benefit	\$10,000 Benefit
17 - 30	\$3.26	\$6.51
31 - 40	\$5.61	\$11.19
41 - 50	\$10.41	\$20.78
51 - 60	\$18.62	\$37.21
61 -64	\$31.19	\$62.34
Child(ren)	Child coverage included at no charge	

*Coverage offers Issue Age rates

Employee must be under age 65 and working a minimum of 20 hours to be eligible for coverage

Minimum participation: 10 Enrollees

SUMMARY OF LINCOLN FINANCIAL ACCIDENT BENEFITS:

Plan pays covered employees the benefits outlined below in the event of a covered accident. Employee is free to use paid amounts for out-of-pocket medical expense, salary supplement, or in any other way the employee chooses.



PROPOSED ACCIDENT PLAN

EMERGENCY CARE	
Ambulance	\$150
Air Ambulance	\$600
Initial Physician Office Visit	\$75
Emergency Room	\$150
TREATMENT CARE	
Hospital Admission	\$1,000
Hospital Confinement Daily Benefit	\$200
Intensive Care Unit Daily Benefit	\$400
Companion Lodging (up to 30 days per accident)	\$100
FRACTURES (per fracture) Ankle, Arm, Collarbone, Elbow, Foot, Hand, Jaw, Kneecap, Shoulder Blade, Sternum, Wrist	Surgical / Non-Surgical \$600 / \$1,200
Hip	\$2,800 / \$5,600
Leg, Pelvis, Skull Nondepressed, Vertebral Column	\$1,500/ \$3,000
DISLOCATIONS (per injury) Collarbone acromio and separation, Elbow, Hand, Lower Jaw, Shoulder, Wrist	\$500 / \$1,000
Finger, Toe	\$150 / \$300
SPECIFIC INJURIES OR TREATMENTS	
Transfusions	\$300
Burns	\$100 - \$12,800
Skin Grafts	25% of burn benefit
Coma	\$7,500
ACCIDENTAL DEATH & DISMEMBERMENT	
Employee	\$75,000
Spouse	\$25,000
Child	\$12,500
Monthly Rates	PROPOSED RATES
Employee Only	\$16.04
Employee + Spouse	\$23.35
Employee + Child(ren)	\$27.56
Employee + Family	\$37.34

Employee must be under age 65 and working a minimum of 20 hours to be eligible for coverage

Minimum participation: 10 Enrollees

TO: BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
**SUBJECT: C.2.s. APPROVE SELECTION PROCESS FOR SOLICITING I
 NPUT FOR OPUSD MOTTO**

ISSUE: Shall the Board invite public comment into the development of a revised OPUSD motto to include suggestions from staff, students, and parents?

STATEMENT: The current motto of the Oak Park Unified School District is *Educating Tomorrow's Leaders*. The Board would like to re-examine this motto in light of our current goals, focus, and practices.

ALTERNATIVES: 1. Solicit input over the next month on a new OPUSD motto.
 2. Do not solicit input on a new motto.

RECOMMENDATION: #1

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: C.2.t. DISCUSSION AND REVIEW OF SPENDING PLAN FOR 2014-15

ISSUE: Based on the Governor’s budget proposal, the Local Control Funding Formula will result in increased funds to OPUSD and all school districts in California. This is still a projection and we will not know our actual budget until the state adoption in June. The Leadership Team has been developing a list of possible programs to restore that have been cut during the recession and there are also new programs that are worth looking at.

STATEMENT: Review the list and add or subtract items on it as part of the discussion. This process will continue until the District budget adoption in June.

ALTERNATIVES: Discretion of the Board.

RECOMMENDATION: Discretion of the Board.

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 18, 2014

SUBJECT: C.3.a. APPROVE CONTRACT FOR NON-PUBLIC AGENCY FOR BEHAVIOR CONSULTANT SERVICES (\$5,100.00)

ACTION

ISSUE: Should the Board of Education approve this contract for non-public agency services?

BACKGROUND: The District requires the expertise of a Board Certified Behavior Analyst to provide consultation to school staff. The ABA Network has qualified staff with experience working with school teams.

ALTERNATIVES: 1) Approve funding this non-public agency.
2) Do not approve funding this non-public agency.

RECOMMENDATION: Alternative #1

RATIONALE: The District has reduced NPA contracts for individual students from 6 to 2 over the last four years. The District school psychologists have provided the Behavior Intervention Services previously provided by the non-public agencies. However, the school psychologists and site teams require consultation from a behavior specialist in order to meet the needs of the District's special education students.

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	_____	_____	_____	_____

INDIVIDUAL SERVICES AGREEMENT FOR NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES
(Education Code Sections 56365 et seq.)

This agreement is effective on February 1, 2014, or the date student begins attending a nonpublic school or begins receiving services from a nonpublic agency, if after the date identified, and terminates at 5:00 P.M. on June 30, 2014, unless sooner terminated as provided in the Master Contract and by applicable law.

Local Education Agency (LEA)		Oak Park Unified School District			
Address		5801 Conifer Street			
City, State, Zip		Oak Park, CA 91377			
LEA Case Manager		Susan Roberts			
Phone and E-Mail		sroberts@oakparkusd.org			
Student Last Name		Not Applicable		Student First Name	
Grade		D/OB		Sex () M () F	
Parent/Guardian Last Name		Not Applicable		Parent/Guardian First Name	
Address					
City, State, Zip					
Home Phone		Work		Cell	
Parent/Guardian Last Name		Not Applicable		Parent/Guardian First Name	
Address					
City, State, Zip					
Home Phone		Work		Cell	

Nonpublic School/Agency		ABA Network			
Address		2629 Townsgate Road Ste 235			
City, State, Zip		Westlake Village, CA 91361			
IEP Coordinator Name		Michelle Coulter			
Phone		818 3793212		Fax	
E-Mail		michelle@theabanetwork.com			
Program Administrator Name					
Phone				Fax	
E-Mail					
Education Schedule - Regular School Year					
Number of Days				Number of Weeks	
Education Schedule - Extended School Year					
Number of Days				Number of Weeks	
Contract Begins		February 1, 2014		Ends	
				June 30, 2014	

DESIGNATED INSTRUCTION AND SERVICES / RELATED SERVICES:

SERVICES	PROVIDER			Cost and Duration of Session	Number of Sessions per wk/mo/yr	Maximum Number of Days or Sessions		Estimated Maximum Total Cost for Contracted Period
	NPS	NPA	OTHER Specify			Reg School Year	ESY	
A. BASIC EDUCATION <i>Positive attendance only</i>								
B. RELATED SERVICES								
1. Transportation a. Paid to NPS/A								
2. Adapted P.E.								
3. Speech/Language a. Group b. Individual c. Consultation								

SERVICES	PROVIDER			Cost and Duration of Session	Number of Sessions per wk/mo/yr	Maximum/Number of Days or Sessions		Estimated Maximum Total Cost for Contracted Period
	NPS	NPA	OTHER Specify			Reg School Year	ESY	
4. Occupational Therapy a. Therapy b. Consultation								
5. Physical Therapy a. Therapy b. Consultation								
6. Intensive Individual Services								
7. Other								
8. Intensive Social/Emotional Services (ISES):								
a. Individual Counseling								
b. Counseling & Guidance								
c. Parent Counseling								
d. Social Work Services								
e. Behavior Consultation		X		\$51.00 per hour	Up to 100 hours			\$5100.00
9. Residential Services*								
a. Room and Board								
b. 24/7 ISES								
TOTAL COST								\$5100.00

*Intensive Social/Emotional Services (ISES) in a Residential Treatment Center (RTC) are provided in an integrated, intensive, educationally related therapeutic residential setting; which includes social emotional/behavior support through individual counseling, group counseling, and social work services, as appropriate. It is a collaborative model which includes educational professionals and related service providers, where all supports and services are integrated in the RTC program.

Board and Care paid for up to 365 days with a maximum of ___ days payment per student, per contract year, if a bed is unoccupied due to home visits of a therapeutic nature. Room and Board and mental health rates are all inclusive in a Residential Setting.

ESTIMATED MAXIMUM RELATED SERVICES COST \$ 5100.00

TOTAL ESTIMATED MAXIMUM BASIC EDUCATION/ RELATED SERVICES COSTS \$ 5100.00

Other Provisions/Attachments: Behavioral Consultation to Staff

Progress Reporting Requirements: Quarterly Monthly X Other (Specify Not applicable

The parties hereto have executed this Individual Services Agreement by and through their duly authorized agents or representatives as set forth below.

-CONTRACTOR-

-LEA-

The ABA Network
(Name of Nonpublic School/Agency)

Oak Park Unified School District
(Name of LEA)

(Signature)

(Date)


(Signature)

1/30/14
(Date)

Michelle Coulter, Executive Director
(Name and Title)

Susan Roberts, Pupil Services Director
(Name of Superintendent or Authorized Designee)

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: C.4.a. APPROVE FORMATION AND CONFIGURATION OF THE LOCAL CONTROL AND ACCOUNTABILITY PLAN (LCAP) COMMITTEE

ACTION

ISSUE: Shall the Board approve the formation and configuration of an LCAP Committee?

BACKGROUND: The Local Control Funding Formula (LCFF) replaces the previous K-12 finance system beginning with the 2013-2014 school year. The LCFF creates base, supplemental, and concentration grants in place of existing K-12 funding sources.

As part of the LCFF, school districts are required to develop and adopt a Local Control and Accountability Plan (LCAP), beginning on July 1, 2014. In developing this plan, districts must solicit input from various stakeholders including school employees, local bargaining units, parents, and students. The advisory committee can review and comment on the proposed plan.

The LCAP Committee would consist of the following stakeholders: Two School Board Members; Two Assistant Superintendents; One representative from each of the Bargaining Units; Four Parent Representatives; and Three Site Level Administrators.

ALTERNATIVES: 1. Approve the formation and configuration of an LCAP Committee.
 2. Do not approve the formation and configuration of an LCAP Committee.

RECOMMENDATION: Alternative No. 1

Prepared by: Leslie Heilbron, Ed.D., Assistant Superintendent, Human Resources

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:				
VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 18, 2014

SUBJECT: C.4.b. APPROVE INCREASED HOURS FOR THREE TEACHERS AT OAK PARK NEIGHBORHOOD SCHOOL

ACTION

ISSUE: Shall the Board of Education approve an increase of 1.5 hours for each of the three teachers at The Oak Park Neighborhood School beginning April 1, 2014.

BACKGROUND: This increase is necessary to accommodate the demands of an increasing workload for the three teachers at The Oak Park Neighborhood School.

ALTERNATIVES:

1. Approve the request for an increase in hours.
2. Do not approve this Declaration of Need.

RECOMMENDATION: Alternative #1

RATIONALE: This increase would improve the support and allow for the necessary documentation required for each student at the school.

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

Prepared by:
 Leslie Heilbron, Ed.D.
 Assistant Superintendent, HR

Board Action: On motion of _____, seconded by _____, the Board of Education:				
VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Von Schniedau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

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

SUBJECT: C.5.a. APPROVE AMENDMENT OF BOARD POLICY 5123 – PROMOTION/ACCELERATION/RETENTION – ~~First~~ Second Reading

Action

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

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

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

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5123(a)

Promotion/Acceleration/Retention

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

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

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

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

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

When high academic achievement is evident, the Superintendent or designee *teacher* may recommend a student for acceleration into a higher grade level. The student's maturity level shall be taken into consideration in making a determination to accelerate a student.

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

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

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

**OAK PARK UNIFIED SCHOOL DISTRICT
BOARD POLICY**

Series 5000

Students

BP 5123(b)

~~(cf. 5121 – Grades/Evaluation of Student Achievement)
(cf. 5149 – At Risk Students)~~

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

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

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

~~(cf. 5121 – Grades/Evaluation of Student Achievement)
(cf. 5149 – At-Risk Students)~~

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

~~(cf. 6142.91 – Reading/Language Arts Instruction)
(cf. 6142.92 – Mathematics Instruction)~~

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5123(b)

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

(cf. 6179 - Supplemental Instruction)

Legal Reference:

EDUCATION CODE

37252-37253.5 Supplemental instruction

41505-41508 Pupil Retention Block Grant

46300 Method of computing ADA

48010 Admittance to first grade

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

Promotion/retention following one year of kindergarten

48070-48070.5 Promotion and retention

~~48431.6 Required systematic review of students and grading~~

56345 Elements of individualized education plan

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

Progress

60850-60856 Exit examination

CODE OF REGULATIONS, TITLE 5

200-202 Admission and exclusion of students

Management Resources:

~~*CDE MANAGEMENT ADVISORIES*~~

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

~~*LEGISLATIVE COUNSEL'S OPINION*~~

~~Promotion and Retention #21610~~

~~*CSBA POLICY ADVISORIES*~~

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

~~1112.98 Student Promotion/Retention Advisory~~

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

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

FAQs Pupil Promotion and Retention

Kindergarten Continuance Form

WEB SITES

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

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

Adopted: 6-14-99

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: C.5.b. APPROVE AMENDMENT TO BOARD POLICY 4131 – STAFF DEVELOPMENT - First Reading

ISSUE: Should the Board of Education approve the amendment to Board Policy 4131 – Staff Development?

BACKGROUND: Board Policy 4131 is being updated to reflect the self-repeal of the Math and reading Professional Development program and to reflect new law (AB 97) which redirects funding for the Professional Development Block Grant into the LCFF. Board Policy 4131 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 4131 – Staff Development.
2. Do not amend Board Policy 4131 – Staff Development.
3. Adopt a modified version of the amendment to Board Policy 4131 – Staff Development.

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 4000

Personnel

BP 4131(a)

Staff Development

The Governing Board believes that, in order to maximize student learning and achievement, certificated staff members must be continuously learning and improving their skills. The Superintendent or designee shall develop a program of ongoing professional development which includes opportunities for teachers to enhance their instructional and classroom management skills and become informed about changes in pedagogy and subject matter.

The Superintendent or designee shall involve teachers, site and district administrators, and others, as appropriate, in the development of the district's staff development program. He/she shall ensure that the district's staff development program is aligned with district priorities for student achievement, school improvement objectives, *the local control and accountability plan*, and *other district and* school plans.

(cf. 0000 – Vision)
(cf. 0200 – Goals for the School District)
(cf. 0420 – School Plans/Site Councils)
(cf. 0420.1 – School Based Program Coordination)
(cf. 0520.1 – ~~High Priority School Grant Program~~)
(cf. 0520.2 – Title I Program Improvement Schools)
(cf. 0520.3 – Title I Program Improvement Districts)
(cf. 0520.4 – **Quality Education Investment Schools**)

The district's staff development program shall assist certificated staff in developing knowledge and skills, including, but not limited to:

1. Mastery of ~~subject-matter discipline-based~~ **subject-matter** knowledge, including *current state and district academic content in the core curriculum* and academic standards

(cf. 6011 - Academic Standards)
(cf. 6142.1 – Sexual Health and HIV/AIDS Prevention Instruction)
(cf. 6142.3 – Civic Education)
(cf. 6142.5 - Environmental Education)
(cf. 6142.6 - Visual and Performing Arts Education)
(cf. 6142.7 - Physical Education and Activity)
(cf. 6142.8 - Comprehensive Health Education)
(cf. 6142.91 - Reading/Language Arts Instruction)
(cf. 6142.92 - Mathematics Instruction)
(cf. 6142.93 - Science Instruction)

2. Use of effective, subject-specific teaching methods, strategies, and skills

3. Use of technologies to enhance instruction

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4131(b)

(cf. 0440 - District Technology Plan)

4. Sensitivity to and ability to meet the needs of diverse student populations, including, but not limited to, students with various racial and ethnic groups, students with disabilities, English language learners, economically disadvantaged students, **foster youth**, gifted and talented students, and at-risk students

(cf. 4112.22/4212.22 - Staff Teaching Students of Limited English Proficiency)

(cf. 4112.23 - Special Education Staff)

(cf. 5147 - Dropout Prevention)

(cf. 5149 - At-Risk Students)

(cf. 6141.5 - Advanced Placement)

(cf. 6171 - Title I Programs)

(cf. 6172 - Gifted and Talented Student Program)

(cf. 6173 - Education for Homeless Children)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6174 - Education for English Language Learners)

(cf. 6175 - Migrant Education Program)

5. Understanding of how academic and ~~vocational~~ **career technical** instruction can be integrated and implemented to increase student learning

(cf. 6178 - Career Technical Education)

6. Knowledge of strategies that enable parents/guardians to participate fully and effectively in their children's education

(cf. 1240 - Volunteer Assistance)

(cf. 5020 - Parent Rights and Responsibilities)

(cf. 6020 - Parent Involvement)

7. Effective classroom management skills and strategies for establishing a climate that promotes respect, fairness, **tolerance**, and discipline, including conflict resolution, ~~intolerance~~, and hatred prevention

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5137 - Positive School Climate)

(cf. 5138 - Conflict Resolution/Peer Mediation)

(cf. 5145.9 - Hate-Motivated Behavior)

8. Ability to relate to students, understand their various stages of growth and development, and motivate them to learn

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4131(c)

9. Ability to interpret and use data and assessment results to guide instruction

(cf. 5121 – Grades/Evaluation of Student Performance)
(cf. 6162.5 – Student Assessment)

10. Knowledge of topics related to student health, safety and welfare

(cf. 0450 – Comprehensive Safety Plan)
(cf. 3515.5 - Sex Offender Notification)
(cf. 5030 – Student Wellness)
(cf. 5131.6 - Alcohol and Other Drugs)
(cf. 5131.63 - Steroids)
(cf. 5141.21 – Administering Medication and Monitoring Health Conditions)
(cf. 5141.4 - Child Abuse Prevention and Reporting)
(cf. 5141.52 – Suicide Prevention)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)

11. Knowledge of topics related to employee health, safety, and security

(cf. 4119.11/4219.11/4319.11 – Sexual Harassment)
(cf. 4119.42/4219.42/4319.42 – Exposure Control Plan for Bloodborne Pathogens)
(cf. 4119.43/4219.43/4319.43 – Universal Precautions)
(cf. 4157/4257/4357 – Employee Safety)
(cf. 4158/4258/4358 – Employee Security)

The Superintendent or designee may, in conjunction with individual teachers and interns, develop an individualized program of professional growth, ~~which contributes to~~ **increase** competence, performance, and effectiveness in teaching and classroom assignments, and, as necessary, **to** assist them in meeting state or federal requirements to be fully qualified for their positions.

(cf. 4112.2 – Certification)
(cf. 4112.21 – Interns)
(cf. 4112.24 – Teacher Qualifications Under the No Child Left Behind Act)
(cf. 4138 – Mentor Teachers)

The district's staff evaluation process may be used to recommend additional staff development for individual employees.

(cf. 4115 – Evaluation/Supervision)
~~*(cf. 4139 – Peer Assistance and Review)*~~

The Board may budget funds for actual and reasonable expenses incurred by staff who

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4131(d)

participate in staff development activities.

(cf. 3100 – Budget)

(cf. 3350 - Travel Expenses)

The Superintendent or designee shall provide a means for continual evaluation of the benefit of staff development activities to both staff and students and shall regularly report to the Board regarding the effectiveness of the staff development program. Based on the Superintendent's report, the Board may revise the program as necessary to ensure that the staff development program supports the district's priorities for student achievement.

(cf. 0500 - Accountability)

Legal Reference:

EDUCATION CODE

~~41520-41522 Teacher Credentialing Block Grant, including beginning teacher support and assessment~~

~~41530-41533 Professional Development Block Grant~~

~~44032 Travel expense payment~~

~~44259.5 Standards for teacher preparation~~

~~44277 Professional growth requirements for individual teachers~~

~~44279.1-44279.7 Beginning Teacher Support and Assessment Program (BTSA)~~

~~44325-44329.5 District interns~~

~~44450-44468 University internship program~~

~~44560-44562 Certificated Staff Mentoring Program~~

~~44570-44578 Inservice training - secondary education~~

~~44580-44591 Inservice training -elementary teachers~~

~~44630-44643 Professional Development and Program Improvement Act of 1968~~

~~44700-44705 Classroom teacher instructional improvement program~~

~~44735 Teacher as a Priority; teacher recruitment and retention in high priority schools~~

~~45028 Salary schedule and exceptions~~

~~48980 Notification of parents/guardians: schedule of minimum days~~

~~52055.600-52055.662 High Priority Schools Grant Program~~

~~56240-56245 Staff development; service to persons with disabilities~~

~~99200-99206 Subject matter projects~~

~~99220-99227 California Professional Development Institutes~~

~~99230-99242 Mathematics and Reading Professional Development Program~~

~~REPEALED EDUCATION CODE FOR CATEGORIAL PROGRAMS~~

~~44579-44579.6 Instructional Time and Staff Development Reform Program~~

GOVERNMENT CODE

~~3543.2 Scope of representation of employee organization~~

CODE OF REGULATIONS, TITLE 5

~~11980-11986 Mathematics and Reading Professional Development Program~~

~~13025-13044 Professional development and program improvement programs~~

UNITED STATES CODE, TITLE 20

~~6319 High qualified teachers~~

~~6601 - 6702 Dwight D. Eisenhower Professional Development Program-Preparing, Training and Recruiting~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4131(e)

High Quality Teachers and Principals

PUBLIC EMPLOYMENT RELATIONS BOARD DECISIONS

United Faculty of Contra Costa Community College District v. Contra Costa Community College District, (1990)
PERB Order No. 804, 14 PERC P21, 085

Management Resources:

CSBA PUBLICATIONS

Governing to the Core: Professional Development for Common Core, Governance Brief, May 2013

CDE PUBLICATIONS

State Board of Education Guidelines and Criteria for Approval of Training Providers, March 2008

CTC PUBLICATIONS

California Standards for the Teaching Profession, ~~1997~~ 2009

WEB SITES

~~Beginning Teacher Support and Assessment: <http://www.btsa.ca.gov>~~

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

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

CDE, Professional Development: <http://www.cde.ca.gov/pd>

California Subject Matter Projects: <http://csmf.ucop.edu>

Adopted: 1-25-78

Amended: 3-6-84, 7-25-85, 1-21-92, 9-17-02, 3-16-04, 4-20-05, 3-17-09

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: MARCH 18, 2014

SUBJECT: C.5.c. APPROVE AMENDMENT TO BOARD POLICY 4231 – STAFF DEVELOPMENT - First Reading

ISSUE: Should the Board of Education approve the amendment to Board Policy 4231 – Staff Development?

BACKGROUND: Board Policy 4231 is being updated to reflect new law (SB 590) which (1) requires any district that expends funds for staff development for any school site staff to consider the staff development needs of its classified school employees and (2) lists topics that may be included in staff development for classified staff. Board Policy 4231 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 4231 – Staff Development.
2. Do not amend Board Policy 4231 – Staff Development.
3. Adopt a modified version of the amendment to Board Policy 4231 – Staff Development.

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 4000

Personnel

BP 4231(a)

Staff Development

The Governing Board recognizes that classified staff does essential work that supports a healthy school environment and the educational program. Classified staff shall have opportunities to participate in staff development activities in order to improve job skills, ***learn best practices***, retrain ***as appropriate*** to meet changing conditions in the district, and/or enhance personal growth.

(cf. 3100 – Budget)

(cf. 3350 – Travel Expenses)

(cf. 4200 – Classified Personnel)

(cf. 4261.3 - Professional Leaves)

The Superintendent or designee shall ***involve*** classified staff, site and district administrators, and others, as appropriate, in the development of the district’s staff development program. He/she shall ensure that the district’s staff development program is aligned with district goals, school improvement objectives ***the local control and accountability plan, and other district*** and school plans. ~~develop a program of ongoing staff development which may include, but not be limited to, activities related to:~~

(cf. 0000 – Vision)

(cf. 0200 – Goals for the School District)

(cf. 0420 – School Plans/Site Councils)

(cf. 0420.1 – School-Based Program Coordination)

(cf. 0460 – Local Control and Accountability Plan)

(cf. 0520.2 – Title 1 Program Improvement Schools)

(cf. 0520.3 – Title 1 Program Improvement Districts)

Staff development may address general workplace skills and/or skills and knowledge specific to the duties of each classified position, including, but not limited to, the following topics: (Education Code 45391)

1. Student learning and achievement

- a. How paraprofessionals can assist teachers and administrators to improve the academic achievement of students***
- b. Alignment of curriculum and instructional materials with Common Core State Standards***
- c. The management and use of state and local student data to improve student learning***
- d. Best practices in appropriate interventions and assistance to at-risk students***

(cf. 4222 – Teacher Aides/Paraprofessionals)

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

(cf. 5123 – Promotion/Acceleration/Retention)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4231(b)

(cf. 5149 – At-Risk Students)
(cf. 6011 – Academic Standards)
(cf. 6141 – Curriculum Development and Evaluation)
(cf. 6143 – Courses of Study)
(cf. 6161.1 – Selection and Evaluation of Instructional Materials)
(cf. 6162.5 – Student Assessment)
(cf. 6162.51 – State Academic Achievement Tests)

2. Student and campus safety

(cf. 0450 – Comprehensive Safety Plan)
(cf. 3515.5 – Sex Offender Notification)
(cf. 4119.1/4219.11/4319.11 – Sexual Harassment)
(cf. 4119.43/4219.43/4319.43 – Universal Precautions)
(cf. 4157/4257/4357 – Employee Safety)
(cf. 4158/4258/4358 – Employee Security)
(cf. 5131 – Conduct)
(cf. 5131.2 Bullying)
(cf. 5137 – Positive School Climate)
(cf. 5138 – Conflict Resolution/Peer Mediation)
(cf. 5145.9 – Hate-Motivated Behavior)
(cf. 5145.3 – Nondiscrimination/Harassment)
(cf. 5145.7 – Sexual Harassment)

3. Education technology, including management strategies and best practices regarding the use of education technology to improve student performance

(cf. 0440 – District Technology Plan)
(cf. 1114 – District-Sponsored Social Media)
(cf. 4040 – Employee Use of Technology)
(cf. 6163.4 – Student Use of Technology)

4. School facility maintenance and operations, including new research and best practices in the operation and maintenance of school facilities, such as green technology and energy efficiency, that help reduce the use and cost of energy at school sites

(cf. 3510 – Green School Operations)
(cf. 3511 – Energy and Water Management)

5. Special education, including best practices to meet the needs of special education students and to comply with any new state and federal mandates

(cf. 6159 – Individualized Education Program)
(cf. 6159.1 – Procedural Safeguards and Complaints for Special Education)
(cf. 6164.4 – Identification and Evaluation of Individuals for Special Education)
(cf. 6164.6 – Identification and Education under Section 504)

**OAK PARK UNIFIED SCHOOL DISTRICT
BOARD POLICY**

Series 4000

Personnel

BP 4231(c)

6. School transportation and bus safety

(cf. 3540 - Transportation)
(cf. 3541 – Transportation for School-Related Trips)
(cf. 3451.2 – Transportation for Students with Disabilities)

7. Parent involvement, including ways to increase parent involvement at schools sites

(cf. 1240 – Volunteer Assistance)
(cf. 6020 – Parent Involvement)

8. Food services, including new research on food preparation to provide nutritional meals and food management

(cf. 3550 – Food Service/Child Nutrition Program)
(cf. 3551 – Food Service Operations/Cafeteria Fund)
(cf. 3555 – Nutrition Program Compliance)

9. Health, counseling, and nursing services

(cf. 5141 – Health Care and Emergencies)
(cf. 5141.21 – Administering Medication and Monitoring Health Conditions)
(cf. 5141.22 – Infectious Diseases)
(cf. 5141.23 – Asthma Management)
(cf. 5141.24 – Specialized Health Care Services)
(cf. 5141.26 – Tuberculosis Testing)
(cf. 5141.27 – Food Allergies/Special Dietary Needs)
(cf. 5141.3 – Health Examinations)
(cf. 5141.52 – Suicide Prevention)
(cf. 5141.6 – School Health Services)
(cf. 6164.2 – Guidance/Counseling Services)

10. Environmental safety, including pesticides and other possibly toxic substances so that they may be safely used at school sites

(cf. 3514 – Environmental Safety)
(cf. 3514.1 – Hazardous Substances)
(cf. 3514.2 – Integrated Pest Management)
(cf. 6161.3 – Toxic Art Supplies)

~~1. General work place skills and/or skills and knowledge specific to the duties of each classified position.~~

~~*(cf. 1340 – Access to District Records)*~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4231(d)

~~(cf. 4200—Classified Personnel)
(cf. 4222—Teacher Aides/Paraprofessionals)
(cf. 5148—Child Care and Development)
(cf. 6300—Preschool/Early Childhood Education)~~

~~2. The role of classified staff in achieving district goals and promoting student achievement~~

~~(cf. 0000—Vision)
(cf. 0200—Goals for the School District)~~

~~3. The use of technologies to improve job performance~~

~~(cf. 0440—District Technology Plan)~~

~~4. Effective communication and interaction with other staff, students, parents/guardians and community members~~

~~(cf. 6020—Parent Involvement)
(cf. 6171—Title I Programs)~~

~~5. Topics related to student health, safety and welfare~~

~~(cf. 0450—Comprehensive Safety Plan)
(cf. 3515.5—Sex Offender Notification)
(cf. 5131.6—Alcohol and Other Drugs)
(cf. 5131.63—Steroids)
(cf. 5141.4—Child Abuse Prevention and Reporting)
(cf. 5145.3—Nondiscrimination/Harassment)
(cf. 5146.9—Hate-Motivated Behavior)
(cf. 5145.7—Sexual Harassment)
(cf. 5149—At Risk Students)~~

~~6. Topics related to employee health, safety, and security~~

~~(cf. 4119.11/4219.11/4319.11—Sexual Harassment
(cf. 4119.43/4219.43/4319.43—Universal Precautions)
(cf. 4157/4257/4357—Employee Safety)
(cf. 4158/4258/4358—Employee Security)~~

7. For classroom instructional aides, staff development activities may include academic content of the core curriculum; teaching strategies; classroom management; or other training designed to improve student performance, conflict resolution, and intolerance and hatred prevention

(cf. 4131 – Staff Development)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4231(e)

~~The Governing Board may budget for actual and reasonable expenses incurred by classified staff who participate in staff development activities.~~

~~(cf. 3350 – Travel Expenses)~~

The district's staff evaluation process may be used to recommend additional individualized staff development for individual employees.

(cf. 4215 – Evaluation/Supervision)

The Superintendent or designee shall provide a means for continual evaluation of the benefit of staff development activities to staff and ~~students the district~~ and shall regularly report to the Board regarding the effectiveness of the staff development program.

(cf. 0500 - Accountability)

~~*(cf. 9000 – Role of the Board)*~~

Legal Reference:

EDUCATION CODE

41530-41532 Professional Development Block Grant

44032 Travel expense payment

45380-45387 Retraining and study leave (classified)

45390-45392 Professional development for classified school employees

52060-52077 Local control and accountability plan

56240-56245 Staff development; service to persons with disabilities

GOVERNMENT CODE

3543.2 Scope of representation of employee organization

PUBLIC EMPLOYMENT RELATIONS BOARD DECISIONS

United Faculty of Contra Costa Community College District v. Contra Costa Community College District, (1990)

PERB Order No. 804, 14 PERC P21, 085

Management Resources:

WEB SITES

California Association of School Business Officials: <http://www.casbo.org>

California School Employees Association: <http://www.csea.com>

Adopted: 1-21-92

Amended: 9-17-02, 4-20-04, 9-20-05

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: C.5.d. APPROVE ADOPTION OF BOARD POLICY 4331 – STAFF DEVELOPMENT - First Reading

ISSUE: Should the Board of Education adopt Board Policy 4331 – Staff Development?

BACKGROUND: Board Policy 4331 is being adopted to reflect the self-repeal of the Administrator Training Program and the redirection of that funding into the LCFF pursuant to new law AB 97. Policy also adds topics of staff development for district and school administrators. Board Policy 4331 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the adoption of Board Policy 4331 – Staff Development.
2. Do not adopt Board Policy 4331 – Staff Development.
3. Adopt a modified version of the amendment to Board Policy 4331 – Staff Development.

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 4000

Personnel

BP 4331(a)

Staff Development

The Governing Board recognizes that professional development enhances employee effectiveness and contributes to personal growth. Staff development for administrative and supervisory personnel shall be designed to guide institutional improvement, build leadership skills, and enhance overall management efficiency.

(cf. 4119.21/4219.21/4319.21 - Professional Standards)

The Superintendent or designee shall develop a plan for administrator support and development activities that is based on a systematic assessment of the needs of district students and staff and is aligned to the district's vision, goals, local control and accountability plan, and other comprehensive plans.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 0420 - School Plans/Site Councils)

(cf. 0420.1 - School-Based Program Coordination)

(cf. 0460 - Local Control and Accountability Plan)

(cf. 0520.2 - Title I Program Improvement Schools)

(cf. 0520.3 - Title I Program Improvement Districts)

(cf. 0520.4 - Quality Education Investment Schools)

The district's staff development program for district and school administrators may include, but is not limited to, the following topics:

1. Personnel management, including best practices on hiring, recruitment, assignment, and retention of staff

(cf. 4111/4211/4311 - Recruitment and Selection)

(cf. 4112.24 - Teacher Qualifications Under the No Child Left Behind Act)

(cf. 4113 - Assignment)

2. Effective fiscal management and accountability practices

(cf. 3100 - Budget)

(cf. 3460 - Financial Reports and Accountability)

3. Academic standards and standards-aligned curriculum and instructional materials

(cf. 6011 - Academic Standards)

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4331(b)

4. Leadership training to improve the academic achievement of all students, including capacity building in pedagogies of learning, instructional strategies that meet the varied learning needs of students, and student motivation

5. The use of student assessments, including analysis of disaggregated assessment results to identify needs and progress of student subgroups

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - State Academic Achievement Tests)

(cf. 6162.52 - High School Exit Examination)

6. The use of technology to improve student performance and district operations

(cf. 0440 - District Technology Plan)

7. Creation of safe and inclusive school environments

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

(cf. 5137 - Positive School Climate)

8. Parental involvement and community collaboration

(cf. 1240 - Volunteer Assistance)

(cf. 6020 - Parent Involvement)

9. Employee relations

10. Effective school and district planning processes

The district's staff evaluation process may be used to recommend additional staff development for individual employees.

(cf. 4315 - Evaluation/Supervision)

The Superintendent or designee shall evaluate the benefit to staff and students of professional development activities.

(cf. 0500 - Accountability)

Legal Reference:

EDUCATION CODE

44681-44689.2 Administrator training and evaluation

52060-52077 Local control and accountability plan

**OAK PARK UNIFIED SCHOOL DISTRICT
BOARD POLICY**

Series 4000

Personnel

BP 4331(c)

Management Resources:

WESTED AND ASSOCIATION OF CALIFORNIA SCHOOL ADMINISTRATORS PUBLICATIONS

California Professional Standards for Educational Leaders, 2001

WEB SITES

Association of California School Administrators: <http://www.acsa.org>

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

California School Leadership Academy: <http://www.csla.org>

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

WestEd: <http://www.wested.org>

Adopted:

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: MARCH 18, 2014

SUBJECT: C.5.e APPROVE AMENDMENT TO BOARD POLICY 6142.6 – VISUAL AND PERFORMING ARTS EDUCATION - First Reading

ISSUE: Should the Board of Education approve the amendment to Board Policy 6142.6 - Visual and Performing Arts Education?

BACKGROUND: Board Policy 6142.6 has been updated to delete program requirements related to Arts and Music Block Grants since new law AB 97 redirects funding for these grants into the LCFF. Revised policy also reflects law which allows the district to select non-SBE-approved instructional materials for grades K-8 provided the materials are aligned to state standards and selected through a process involving a majority of teachers. Board Policy 6142.6 is being submitted with recommended changes from CSBA.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy 6142.6 - Visual and Performing Arts Education.
 2. Do not amend Board Policy 6142.6 - Visual and Performing Arts Education.
 3. Adopt a modified version of the amendment to Board Policy 6142.6 - Visual and Performing Arts Education.

RECOMMENDATION: Approval of Alternative #1.

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.6(a)

Visual And Performing Arts Education

The Governing Board believes that visual and performing arts are essential to a well-rounded educational program and should be an integral part of the course of study offered to students at all grade levels. The District's arts education program shall provide opportunities for creation, performance, and appreciation of the arts.

(cf. 6143 - Courses of Study)

(cf. 6146.1 - High School Graduation Requirements)

The Board shall adopt academic standards for dance, music, theatre, and visual arts that describe the skills, knowledge, and abilities that students shall be expected to possess at each grade level. The district's standards shall meet or exceed state content standards for each of these disciplines.

(cf. 6011 – Academic Standards)

The Superintendent or designee shall develop a sequential curriculum for dance, music, theatre, and visual arts which is consistent with the state curriculum framework and includes the following strands:

1. Artistic perception: processing, analyzing, and responding to sensory information through the use of language and skills unique to each arts discipline
2. Creative expression: composing, arranging, and performing a work and using a variety of means to communicate meaning and intent in one's own original works
3. Historical and cultural context: understanding the historical contributions and cultural dimensions of an arts discipline
4. Aesthetic valuing: analyzing and critically assessing works of dance, music, theatre, and visual arts
5. Connections, relations, and applications: connecting, comparing, and applying what is learned in one arts discipline to learning in the other arts, other subject areas, and careers

(cf. 6141 – Curriculum Development and Evaluation)

The Board shall adopt standards-based instructional materials for visual and performing arts in accordance with applicable law, Board policy, and administrative regulation. ~~In addition, the Board encourages teachers to~~ **which may** incorporate a variety of media and technologies. ~~into lessons, presentations, and explorations in each of the arts disciplines.~~

(cf. 0400 – District Technology Plan)

(cf. 1312.2 – Complaints Concerning Instructional Materials)

(cf. 6161 – Equipment, Books and Materials)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.6(b)

(cf. 6161.1 – Selection and Evaluation of Instructional Materials)
(cf. 6161.11 – Supplementary Instructional Materials)
(cf. 6161.3 – Toxic Art Materials)
(cf. 6162.6 – Use of Copyrighted Materials)
(cf. 6163.1 – Library Media Centers)

As appropriate, the Superintendent or designee shall provide a standards-based professional development program designed to increase teachers' knowledge of and ability to teach the arts and to implement adopted instructional materials.

(cf. 4131 – Staff Development)

The Superintendent or designee shall encourage, ~~as a supplement to teacher instruction~~, the integration of community arts resources into the educational program. Such resources may include opportunities to attend musical and theatrical performances, observe the works of accomplished artists and work directly with visiting artists-in-residence and volunteers. In addition, the Superintendent or designee may collaborate with community organizations to share resources and seek grant opportunities.

(cf. 1230 – School-Connected Organizations)
(cf. 1240 – Volunteer Assistance)
(cf. 1260 – Educational Foundation)
(cf. 1700 – Relations between Private Industry and the Schools)
(cf. 3290 – Gifts, Grants and Bequests)
(cf. 6020 – Parent Involvement)
(cf. 6153 – School-Sponsored Trips)

The Superintendent or designee shall regularly evaluate the implementation of arts education at each grade level and report to the Board regarding ~~and program~~ **its** effectiveness in enabling students to meet academic standards.

(cf. 0500 – Accountability)
(cf. 6162.5 – Student Assessment)

Arts and Music Block Grants

~~Any state funding received through arts and music block grants shall be used only for hiring additional staff, purchasing new materials, books, supplies, and equipment, and/or implementing or increasing staff development opportunities as needed to support standards-aligned arts and music instruction (SB 77, Item 6110-262-0001, Statutes of 2007)~~

~~The Board shall distribute block grant funds to all district schools on the basis of an equal amount per student or the minimum school site allocation specified in the state budget,~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.6(c)

~~whichever is greatest. (SB 77, Item 6110,265, 0001, Statutes of 2007)
However, the Board may allocate block grant funds for districtwide expenditures that support program purposes on behalf of all district schools. If the Board elects to do so, it shall adopt a resolution at a public meeting which specifies how the funds will be allocated among schools and for districtwide purposes and the reasons for those allocations. Prior to the public meeting, the Board shall inform school site councils, schoolwide advisory groups, or school support groups, as applicable, of the content of the proposed resolution and of the time and location where the resolution is proposed to be adopted. (SB 77, Item 6110,265-0001, Statutes of 2007)~~

Legal Reference:

EDUCATION CODE

8810-8820 Arts education

8820-8830 Arts Work Visual and Performing Arts Educational Program

8950-8957 California summer school of the arts

32060-32066 Toxic art supplied

35330 Field trips

51210 Course of study, grades 1-6

51220 Course of study, grades 7-12

51225.3 Graduation requirements

58800-58805 Specialized secondary programs

60200-60206 Instructional materials, elementary schools

60400-60411 Instructional materials, high schools

99200-99205 Subject matter projects

UNCODIFIED STATUTE

SB77, Ch. 171, Statutes of 2007, Item 6110-265-0001 Arts and music block grant

Management Resources:

CSBA PUBLICATIONS

Maximizing School Board Leadership: Curriculum Development, 1996

CDE PUBLICATIONS

The Visual and Performing Arts Framework for California Public Schools: Kindergarten Through Grade Twelve, 2004

Visual and Performing Arts Content Standards, January 2001

Arts Education Program Toolkit: A Visual and Performing Arts Program Assessment Process, 2001

WEB SITES:

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

Arts Education Partnership: <http://aep-arts.org>

California Alliance for Arts Education: <http://www.artsed411.org>

CDE, Visual and Performance Arts: <http://www.cde.ca.gov/ci/vp>

The California Arts Project: <http://www.csmp.ucop.edu/tcap>

California Arts Council: <http://www.cac.ca.gov>

California Art Education Association: <http://www.caea-arteducation.org>

California Dance Education Association: <http://www.cdeadance.org>

California Educational Theatre Association: http://www.cetoweb.orgt/ceta_pages

California Association for Music Education: <http://www.calmusiced.com>

Adopted: 9-17-02

Amended: 6-15-04, 5-20-08

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: MARCH 18, 2014

**SUBJECT: C.5.f. APPROVE AMENDMENT TO BOARD POLICY 6142.91 –
READING/LANGUAGE ARTS INSTRUCTION – First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 6142.91 – Reading/Language Arts Instruction?

BACKGROUND: Board Policy 6142.91 is being updated to align the district’s reading/language arts program with Common Core Standards for English language arts. In addition, material related to the Professional Development Block Grant, the Math and Reading Professional Development Block Grant and the intensive reading programs for grades K-4 funding through the Pupil Retention Block Grant deleted since new law AB 97 redirects funding for these programs into the LCFF. Board Policy 6142.91 is being submitted as with recommended changes from CSBA.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy 6142.91 – Reading/Language Arts Instruction.
 2. Do not amend Board Policy 6142.91 – Reading/Language Arts Instruction.
 3. Adopt a modified version of the amendment to Board Policy 6142.91 – Reading/Language Arts Instruction.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.91(a)

Reading/Language Arts Instruction

The Governing Board recognizes that reading and other language arts constitute the basic foundation for learning in other areas of study. Students should develop an appreciation for literature and for reading as a means to acquire knowledge. The Board desires to offer a comprehensive, balanced reading/language arts program that ensures that all students have the skills necessary to read fluently and for meaning ***develops students' appreciation for literature.*** The program shall integrate reading. ~~They also should develop~~ ***and*** oral and written language ***arts*** activities in order to build strong communication skills ~~skills that enable them to effectively communicate with others.~~

~~(cf. 0200 - Goals for the School District)~~
(cf. 6143 - Courses of Study)

~~, writing, speaking and listening.~~

For each grade level, the Board shall adopt academic standards ~~in reading, speaking and writing, including spelling and grammar,~~ that meet or exceed ***Common Core*** State Standards ***in the following strands.*** The district's program also shall be aligned with the state framework for reading/language arts instruction.

- 1. Reading: Foundational skills, text complexity and analysis, and the growth of comprehension***
- 2. Writing: Text types, responding to reading, production and distribution of writings, and research***
- 3. Speaking and listening: Oral language development, comprehension, flexible communication, and collaboration***
- 4. Language: Conventions, effective use, knowledge of language, and vocabulary***

(cf. 6011 - Academic Standards)

The Superintendent or designee shall ensure that the district's reading/language arts program offers sufficient access to ***standards-aligned*** textbooks and other instructional materials. ***The program shall provide instructional materials*** of varying levels of difficulty, including fiction and nonfiction works, so that students are continually reading at an appropriate level. In addition, technology should be available to support all areas of literacy.

(cf. 6141 - Curriculum Development and Evaluation)
(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.91(b)

(cf. 6161.11 - Supplementary Instructional Materials)

(cf. 6163.1 - Library Media Centers)

Teachers are ~~encouraged~~ **expected** to use a variety of instructional strategies to accommodate the needs of beginning readers and the varying abilities of more advanced readers. **The program shall provide ongoing diagnosis of students' skills and, as needed, may provide supplementary instruction during the school day and/or outside the regular school session to assist students who are experiencing difficulty learning to read.**

(cf. 5148.2 – Before/After School Programs)

(cf. 6174 – Education for English Language Learners)

(cf. 6177 – Summer Learning Programs)

(cf. 6179 – Supplemental Instruction)

The Superintendent or designee shall **make available** ~~provide~~ professional development opportunities that are designed to provide instructional staff with knowledge about how students develop language skills, the ability to analyze students' developing literacy **levels**, and **mastery of** ~~the ability to draw from~~ a variety of instructional strategies and materials.

(cf. 4131 - Staff Development)

(cf. 4222 – Teacher Aides/Paraprofessionals)

(cf. 4231 – Staff Development)

The Superintendent or designee shall regularly provide the Board with data from state and district reading assessments and program evaluations to enable the Board to monitor program effectiveness.

(cf. 0500 – Accountability)

~~(cf. 6000 – Concepts and Roles)~~

(cf. 6162.5 – Student Assessment)

(cf. 6162.51 – ~~Standardized Testing and Reporting Program-State Academic Achievement Tests~~)

(cf. 6162.52 – High School Exit Examination)

(cf. 6190 – Evaluation of the Instructional Program)

~~(cf. 9000 – Role of the Board)~~

Grades K-3

~~The goal of the district's early literacy program shall be to ensure that students are able to read fluently and at grade level by the end of third grade. To reach this goal, the Superintendent or designee shall design a balanced and comprehensive reading/language arts program with the following components:~~

~~1. Explicit skill development for beginning readers that includes phonemic awareness, phonics and decoding skills, and sufficient practice and repetition of these skills~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.91(c)

~~2. A strong literature, language and comprehension program that includes a balance of oral and written language~~

~~3. Ongoing diagnosis of individual students' skills~~

~~4. An early intervention program that provides assistance to children at risk of reading failure~~

Grades 4-12

~~The Board recognizes that reading/language arts instruction is an integral component of the curriculum at all grade levels. Continuous progress in fluency and comprehension shall be the goal of reading/language arts instruction in grades 4-12.~~

~~The program in these grades shall promote reading for subject matter comprehension, developing understanding of progressively more advanced reading material, analyzing and discussing a variety of reading materials, increasing the frequency of reading, developing more complex writing skills with attention to composition and vocabulary, and developing other communications skills.~~

~~When students in these grades do not have fully developed reading/language arts skills, resources shall be made available to assist them in reaching a reading level sufficient to meet the demands of grade-level material. Staff at all grade levels and in every subject shall take responsibility for supporting and expanding students' literacy skills.~~

Supplementary Reading Instruction for Grade K-4

~~When state funding is available, the Board may offer students in grades K-4 increased instructional opportunities before or after school and/or outside the regular school session to assist those students who are experiencing difficulty learning to read and to increase the reading skills and reading enjoyment of all students.~~

~~(cf. 0420—School Plans/Site Councils)
(cf. 5123—Promotion/Acceleration/Retention)
(cf. 5148.2—Before/After School Programs)
(cf. 6176—Weekend/Saturday Classes)
(cf. 6177—Summer School)
(cf. 6179—Supplemental Instruction)~~

Legal Reference:

EDUCATION CODE

41505-41508 Pupil Retention Block Grant

41530-41532 Professional Development Block Grant

44277 Professional growth requirements; professional development in reading

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.91(d)

44735 Teaching as a Priority Block Grant
44755-44757.5 Teacher reading instruction development program, K-3
51210 Areas of study, grades 1 through 6
51220 Areas of study, grades 7 through 12
~~51700-51702 Reading First~~
~~53000-53006 Comprehensive reading leadership program~~
60119 Sufficiency of textbooks and instructional materials
60200.4 Fundamental skills
60207 Curriculum frameworks
60350-60352 Core reading program instructional materials
60605 State-adopted content and performance standards in core curricular areas
60605.8 Common Core standards
99220-99221 California Reading Professional Development Institutes
99230-99242 Mathematics and Reading Professional Development Program (AB466 trainings)
~~REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS~~
~~53025-53032 Intensive reading program for grades K-4~~
CODE OF REGULATIONS, TITLE 5
9535 Purchase of nonadopted core reading program instructional materials
11980-11986 Mathematics and Reading Professional Development Program (AB466 trainings)
11991-11991.2 Reading First achievement index
UNITED STATES CODE, TITLE 20
6361-6368 Reading First Program
~~6371-6376 Early Reading First Program~~
6381-6381k Even Start Family Literacy Program
6383 Improving literacy through school libraries
Management Resources:
CSBA PUBLICATIONS
Governing to the Core, Governance Briefs
CDE PUBLICATIONS
California Common Core State Standards: English Language Arts and Literacy in History/Social Studies, Science, and Technical Subjects, March 2013
Common Core State Standards for English Language Arts, August 2010
Every Child a Reader, 1995
English Language Arts Framework for California Public Schools
English-Language Arts/ English Language Development Framework for California Public Schools: Kindergarten through Grade Twelve
Recommended Literature: Kindergarten through Grade Twelve
U.S. DEPARTMENT OF EDUCATION GUIDANCE
Guidance for the Reading First program, April 2002
WEB SITES
CSBA: <http://www.csba.org>
California Department of Education, Reading/Language Arts: <http://www.cde.ca.gov/pd/ca/rl>
U.S. Department of Education: <http://www.ed.gov>

Adopted:

Amended: 9-17-02, 10-18-05, 9-18-07

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: VII.1. MONTHLY CASH FLOW REPORT

INFORMATION

ISSUE: Shall the Board receive and review a status report on District's actual and projected cash flow through February of the 2013-14 school year?

BACKGROUND: The State's funding appropriation schedule for school districts is always challenging. The transition from traditional Revenue Limits to the new Local Control Funding Formula, and an attendant shift in appropriation funding schedules continues to present significant issues in the management of the District's cash flow. Given this critical period in school district finance, budget, and cash management, the Business Office regularly generates cash flow reports as an ongoing tool to assist the Administration and Board in analyzing and managing the District's cash and maintaining fiscal solvency. This report is updated monthly to reflect actual receipts and disbursements and to update projections based on the latest information.

RECOMMENDATION: None. Information only.

Prepared by: Barbara Dickerson, Director, Fiscal Services
Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: VII.2. ENROLLMENT AND ATTENDANCE REPORT – 2013-14 MONTH 6
INFORMATION

ISSUE: Shall the Board receive and review a status report on District enrollment and attendance through Month 6 of the 2013-14 school year?

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

RECOMMENDATION: None. Information only.

Prepared by: Barbara Dickerson, Director, Fiscal Services
Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 18, 2014
SUBJECT: VII.3. MONTHLY MEASURE R BOND FUND FINANCIAL STATUS REPORT
INFORMATION

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

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

RECOMMENDATION: None. Information only.

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

Measure R Summary
BOND PROCEEDS AND EXPENDITURES
Through December 31, 2013

AMOUNT OF MEASURE R AUTHORIZATION	29,445,000.00
AMOUNT OF PROCEEDS RECEIVED FROM BONDS ISSUANCE	
First Issuance - G.O.. Bond (04/28/09)	9,998,515.85
Second Issuance -G.O. Bond (06/22/11)	9,382,293.50
Second Issuance - Qualified School Construction Bond (06/22/11)	4,415,000.00
Third Issuance -G.O. Bond (10/09/13)	5,644,564.25
Total Bonds Issued as of 12/31/13	<u>29,440,373.60</u>
REMAINING BOND AUTHORIZATION	4,626.40
ADDITIONAL BOND RELATED REVENUES	
Total Bond Interest Earned as of 12/31/13	337,024.15
Transfer In (General Fund Reimbursement to Fund 213/Measure R)	164,839.00
Reimbursement for Excess First Issuance COI Fees	8,311.50
Reimbursement for Excess Second Issuance COI Fees	11,117.02
Restatement of Beginning Balance (Adjustment to Cost of Issuance)	247,485.33
Reimbursement from RSRPD (Tennis Court Repairs)	23,300.00
	<u>792,077.00</u>
AMOUNT OF STATE MODERNIZATION FUNDS RECEIVED	
Brookside Elementary School	1,833,693.00
Oak Park High School	2,760,047.00
Total Modernization Interest Earned as of 12/31/13	37,340.05
Total	<u>4,631,080.05</u>
TOTAL BOND PROCEEDS AND RELATED REVENUES AS OF 12/31/2013	34,863,530.65
CURRENT BUDGETED PROJECTS	
Total Bond Projects Budgeted as of 12/31/13	30,777,975.00
Total Bond Project Encumbrances and Expenditures as of 12/31/13	21,652,537.51
Difference	<u>9,125,437.49</u>
AMOUNT OF CURRENT BOND PROCEEDS REMAINING UNBUDGETED	4,085,555.65

Measure R Summary
All Job/ Site
July 1, 2008 Through December 31, 2013

Row Labels	Budget	Revenues	Encumbrances	Expenditure	Project Cost	Account Balance
009 Brookside Elementary	\$4,613,507.00		\$117,196.21	\$2,521,666.95	\$2,638,863.17	\$1,974,643.83
R000 Miscellaneous 10-00R	3,538.00		0.00	3,538.26	3,538.26	(0.26)
R001 Fire Alarm Replacement/District 10-01R	299,755.00		21.57	271,515.82	271,537.39	28,217.61
R004 Door Lock Replacement/District 10-04R	44,200.00		0.00	34,536.91	34,536.91	9,663.09
R007 HVAC Digital Control System/District 10-07R	35,100.00		0.00	47,964.78	47,964.78	(12,864.78)
R013 Modernization/BES 10-13R	276,569.00		49,643.65	210,616.97	260,260.62	16,308.38
R100 Miscellaneous 11-00R	6,985.00		0.00	6,985.00	6,985.00	0.00
R103 Roof Replacement/BES 11-03R	409,612.00		25.66	162,983.12	163,008.78	246,603.22
R104 Exterior Repairs and Painting/BES 11-04R	240,825.00		253.09	47,192.63	47,445.72	193,379.28
R111 Irrigation System Upgrade/District-Wide 11-11R	35,650.00		0.00	16,491.09	16,491.09	19,158.91
R200 Miscellaneous 12-00R	150.00		0.00	150.00	150.00	0.00
R201 Concrete Walkway Repairs/BES 12-01R	209,300.00		1,186.84	286,783.87	287,970.71	(78,670.71)
R202 Relocatable Ramp Repairs/BES/OHES/ROES/MCMS/OPHS 12-02R	8,625.00		0.00	14,818.06	14,818.06	(6,193.06)
R206 Storefront Window/Door Replacement/BES 12-06R	351,000.00		0.00	258,176.31	258,176.31	92,823.69
R207 Building 300 Modernization/BES 12-07R	1,145,534.00		16,331.04	802,190.13	818,521.17	327,012.83
R219 HVAC Replacement/Districtwide 12-19R	64,792.00		0.00	31,250.29	31,250.29	33,541.71
R220 Main Gas Line Replacement BES 12-20R	104,515.00		0.00	91,008.38	91,008.38	13,506.62
R301 Building 200 Modernization BES 13-01R	1,224,687.00		43,073.12	794,700.62	837,773.74	386,913.27
R311 Domestic Water Service Upgrade BES 13-11R	59,680.00		3,976.65	76,367.79	80,344.44	(20,664.44)
R424 CO2 Sensors Districtwide 14-24R	11,000.00		2,684.59	814.87	3,499.46	7,500.54
R905 Parking Lot/BES/OPHS 09-05R	81,640.00		0.00	64,201.00	64,201.00	17,439.00
RDSA DSA Projects Closeout RDSA	350.00		0.00	333.33	333.33	16.67
010 Oak Hills Elementary	\$1,877,146.00		\$5,340.84	\$1,412,084.71	\$1,417,425.55	\$459,720.45
R000 Miscellaneous 10-00R	9,903.00		0.00	9,903.16	9,903.16	(0.16)
R001 Fire Alarm Replacement/District 10-01R	278,218.00		0.00	251,669.95	251,669.95	26,548.05
R004 Door Lock Replacement/District 10-04R	66,300.00		0.00	16,987.20	16,987.20	49,312.80
R007 HVAC Digital Control System/District 10-07R	44,850.00		0.00	67,620.44	67,620.44	(22,770.44)
R017 Window Replacement/OHES 10-17R	125,320.00		0.00	15,896.56	15,896.56	109,423.44
R019 Exterior Repairs and Painting/OHES 10-19R	114,660.00		0.00	55,640.68	55,640.68	59,019.32
R100 Miscellaneous 11-00R	8,640.00		0.00	8,640.00	8,640.00	0.00
R109 Playground Repair and Replacement/OHES 11-09R	151,901.00		0.00	267,208.63	267,208.63	(115,307.63)
R111 Irrigation System Upgrade/District-Wide 11-11R	20,700.00		0.00	10,477.28	10,477.28	10,222.72
R200 Miscellaneous 12-00R	850.00		0.00	1,911.30	1,911.30	(1,061.30)
R202 Relocatable Ramp Repairs/BES/OHES/ROES/MCMS/OPHS 12-02R	18,400.00		0.00	14,846.00	14,846.00	3,554.00
R213 Asphalt Repairs/Kindergarten Playground/OHES/ROES 12-13R	78,000.00		0.00	38,669.06	38,669.06	39,330.94
R214 Carpet Replacement OHES 12-14R	9,200.00		0.00	8,000.00	8,000.00	1,200.00
R219 HVAC Replacement/Districtwide 12-19R	136,081.00		0.00	35,433.95	35,433.95	100,647.05
R304 Classroom Carpet Replacement OHES 13-04R	10,000.00		0.00	11,500.00	11,500.00	(1,500.00)
R307 Parking Lot Repairs OHES 13-07R	119,360.00		2,656.25	51,290.07	53,946.32	65,413.68
R313 Roof Replacement on Relocatable Classrooms OHES/MCMS 13-13R	67,033.00		0.00	48,689.62	48,689.62	18,343.38
R321 Replacement Electric Transformer OHES 13-21R	10,200.00		0.00	5,871.00	5,871.00	4,329.00
R424 CO2 Sensors Districtwide 14-24R	11,000.00		2,684.59	814.87	3,499.46	7,500.54
R902 Roof Repair/OHES 09-02R	291,772.00		0.00	247,696.26	247,696.26	44,075.74
R903 Roof Repair (Metal)/OHES 09-03R	304,758.00		0.00	243,318.68	243,318.68	61,439.32

Measure R Summary
All Job/ Site
July 1, 2008 Through December 31, 2013

Row Labels	Budget	Revenues	Encumbrances	Expenditure	Project Cost	Account Balance
011 Red Oak Elementary	\$1,998,289.00		\$3,904.86	\$1,102,592.67	\$1,106,497.54	\$891,791.46
R001 Fire Alarm Replacement/District	10-01R 313,801.00		0.00	259,552.10	259,552.10	54,248.90
R004 Door Lock Replacement/District	10-04R 77,350.00		0.00	21,042.45	21,042.45	56,307.55
R007 HVAC Digital Control System/District	10-07R 76,050.00		0.00	56,046.77	56,046.77	20,003.23
R018 Window Replacement/ROES	10-18R 142,708.00		0.00	12,630.00	12,630.00	130,078.00
R020 Exterior Repairs and Painting/ROES	10-20R 133,575.00		0.00	125,579.68	125,579.68	7,995.32
R111 Irrigation System Upgrade/District-Wide	11-11R 57,500.00		0.00	8,165.43	8,165.43	49,334.57
R115 Door Replacement/ROES	11-15R 105,495.00		0.00	12,818.66	12,818.66	92,676.34
R200 Miscellaneous	12-00R 225.00		0.00	225.00	225.00	0.00
R202 Relocatable Ramp Repairs/BES/OHES/ROES/MCMS/OPHS	12-02R 21,850.00		0.00	14,990.00	14,990.00	6,860.00
R204 Roof Drain Repairs ROES	12-04R 17,584.00		0.00	17,584.71	17,584.71	(0.71)
R213 Asphalt Repairs/Kindergarten Playground/OHES/ROES	12-13R 78,000.00		0.00	32,691.06	32,691.06	45,308.94
R217 Carpet Replacement ROES	12-17R 3,759.00		0.00	3,759.00	3,759.00	0.00
R218 Water Line Repairs - ROES	12-18R 2,762.00		0.00	2,762.00	2,762.00	0.00
R219 HVAC Replacement/Districtwide	12-19R 80,990.00		0.00	4,296.00	4,296.00	76,694.00
R224 Drinking Fountain Replacement/ROES	12-24R 29,712.00		0.00	9,420.00	9,420.00	20,292.00
R302 Backflow Device Replacement ROES	13-02R 3,000.00		0.00	4,344.00	4,344.00	(1,344.00)
R304 Classroom Carpet Replacement OHES	13-04R 12,000.00		0.00	6,635.00	6,635.00	5,365.00
R322 HVAC Replacement Room C41	13-22R 10,000.00		0.00	10,275.88	10,275.88	(275.88)
R424 CO2 Sensors Districtwide	14-24R 16,000.00		3,904.86	1,185.26	5,090.13	10,909.87
R904 Roof Repair/ROES	09-04R 457,578.00		0.00	355,623.00	355,623.00	101,955.00
R911 Roof Repairs/ROES Pipes	09-11R 358,150.00		0.00	142,800.00	142,800.00	215,350.00
RDSA DSA Projects Closeout	RDSA 200.00		0.00	166.67	166.67	33.33
012 Medea Creek Middle School	\$2,430,253.00		\$24,728.41	\$1,895,266.86	\$1,919,995.26	\$510,257.74
R001 Fire Alarm Replacement/District	10-01R 587,523.00		0.00	504,660.27	504,660.27	82,862.73
R003 Science Lab Rehab/MCMS	10-03R 86,250.00		0.00	78,963.03	78,963.03	7,286.97
R004 Door Lock Replacement/District	10-04R 77,350.00		0.00	52,775.59	52,775.59	24,574.41
R006 Gym HVAC/MCMS	10-06R 235,625.00		0.00	446,074.42	446,074.42	(210,449.42)
R007 HVAC Digital Control System/District	10-07R 35,100.00		0.00	74,474.72	74,474.72	(39,374.72)
R102 Skylight Replacement/MCMS	11-02R 65,000.00		0.00	42,245.00	42,245.00	22,755.00
R110 Parking Lot Repair and Improvements/MCMS - Moved to 12-11R	11-10R 50,000.00		0.00	40,910.00	40,910.00	9,090.00
R111 Irrigation System Upgrade/District-Wide	11-11R 35,650.00		0.00	13,945.36	13,945.36	21,704.64
R115 Door Replacement/ROES	11-15R 28,275.00		0.00	77,789.20	77,789.20	(49,514.20)
R116 Exterior Repairs and Painting/MCMS	11-16R 235,625.00		0.00	89,350.76	89,350.76	146,274.24
R200 Miscellaneous	12-00R 6,886.00		0.00	7,809.52	7,809.52	(923.52)
R202 Relocatable Ramp Repairs/BES/OHES/ROES/MCMS/OPHS	12-02R 7,360.00		0.00	10,923.00	10,923.00	(3,563.00)
R205 Boiler Repairs MCMS	12-05R 3,500.00		0.00	2,100.00	2,100.00	1,400.00
R211 Asphalt Repairs/Parking Lot/MCMS	12-11R 91,000.00		0.00	116,903.54	116,903.54	(25,903.54)
R212 Asphalt Repairs/Playground & Access Road/MCMS	12-12R 325,000.00		0.00	30,590.00	30,590.00	294,410.00
R219 HVAC Replacement/Districtwide	12-19R 134,298.00		0.00	18,489.13	18,489.13	115,808.87
R225 Roof Repair/Replacement/MCMS E Build	12-25R 117,000.00		0.00	72,514.96	72,514.96	44,485.04
R313 Roof Replacement on Relocatable Classrooms OHES/MCMS	13-13R 35,808.00		0.00	37,858.88	37,858.88	(2,050.88)
R316 Security Camera Installation Districtwide	13-16R 35,808.00		0.00	15,430.71	15,430.71	20,377.29
R317 Replace Exterior doors MCMS	13-17R 112,795.00		0.00	99,911.72	99,911.72	12,883.28
R323 ADA Concrete Work MCMS	13-23R 24,000.00		18,383.00	0.00	18,383.00	5,617.00
R424 CO2 Sensors Districtwide	14-24R 26,000.00		6,345.41	1,926.05	8,271.45	17,728.55
R901 Roof Repair/MCMS	09-01R 69,290.00		0.00	54,511.00	54,511.00	14,779.00
R910 Gym Duct Work/MCMS	09-10R 4,360.00		0.00	4,360.00	4,360.00	0.00
RDSA DSA Projects Closeout	RDSA 750.00		0.00	750.00	750.00	0.00

Measure R Summary
All Job/ Site
July 1, 2008 Through December 31, 2013

Row Labels	Budget	Revenues	Encumbrances	Expenditure	Project Cost	Account Balance
013 Oak Park High School	\$14,687,143.00		\$446,020.74	\$9,249,432.92	\$9,699,969.28	\$4,987,173.72
R000 Miscellaneous 10-00R	60,501.00		0.00	60,500.38	60,500.38	0.62
R001 Fire Alarm Replacement/District 10-01R	881,726.00		0.00	801,894.39	801,894.39	79,831.61
R004 Door Lock Replacement/District 10-04R	160,225.00		0.00	67,719.25	67,719.25	92,505.75
R005 Gym HVAC/OPHS 10-05R	344,500.00		0.00	650,061.37	650,061.37	(305,561.37)
R007 HVAC Digital Control System/District 10-07R	113,100.00		0.00	75,382.07	75,382.07	37,717.93
R008 Relocatable Classroom Replacement/OPHS 10-08R	1,033,500.00		0.00	997,232.12	997,232.12	36,267.88
R009 Gym Boilers & Exhaust Fans/OPHS 10-09R	65,000.00		0.00	7,300.13	7,300.13	57,699.87
R010 HVAC Replacement/C Building/OPHS - Project Cancelled 10-10R	295,750.00		0.00	9,387.64	9,387.64	286,362.36
R012 Roof Replacement/OPHS Gym 10-12R	346,074.00		0.00	267,143.64	267,143.64	78,930.36
R014 Modernization/OPHS 10-14R	651,868.00		205,214.28	426,956.53	632,170.81	19,697.19
R100 Miscellaneous 11-00R	16,072.00		0.00	16,071.22	16,071.22	0.78
R101 Science Lab Rehab/Bld E/OPHS 11-01R	2,062,063.00		0.00	1,303,244.03	1,303,244.03	758,818.97
R111 Irrigation System Upgrade/District-Wide 11-11R	86,250.00		0.00	71,871.38	71,871.38	14,378.62
R112 Campus Wide ADA Site Upgrades/OPHS - Moved to 13-05R 11-12R	455,000.00		13,181.25	20,158.48	33,339.73	421,660.27
R113 Science Lab Upgrade/Bld F/OPHS 11-13R	97,500.00		0.00	62,842.42	62,842.42	34,657.58
R118 Roof Replacement/Admin/OPHS 11-18R	147,967.00		0.00	124,035.12	124,035.12	23,931.88
R200 Miscellaneous 12-00R	17,132.00		0.00	18,162.30	18,162.30	(1,030.30)
R202 Relocatable Ramp Repairs/BES/OHES/ROES/MCMS/OPHS 12-02R	22,080.00		0.00	14,661.00	14,661.00	7,419.00
R203 Roof Replacement /Lockers/OPHS 12-03R	18,272.00		0.00	18,872.00	18,872.00	(600.00)
R208 Building E/Admin Modernization/OPHS 12-08R	466,632.00		27,489.92	570,801.39	598,291.31	(131,659.31)
R210 Building M & N Restroom Modernization/OPHS 12-10R	466,393.00		7,940.89	217,925.32	225,866.21	240,526.79
R216 Carpet Replacement R1-R6 OPHS 12-16R	7,800.00		0.00	11,300.00	11,300.00	(3,500.00)
R219 HVAC Replacement/Districtwide 12-19R	17,904.00		0.00	19,152.62	19,152.62	(1,248.62)
R303 Building C Modernization OPHS 13-03R	2,222,535.00		94,037.66	1,697,638.60	1,796,191.89	426,343.12
R305 ADA Field Improvements OPHS 13-05R	390,214.00		47,828.00	439,349.66	487,177.66	(96,963.66)
R306 Exterior Lighting Replacement OPHS 13-06R	143,232.00		0.00	11,540.64	11,540.64	131,691.36
R315 Building A Gymnasium Modernization OPHS 13-15R	1,475,393.00		4,365.00	4,838.00	9,203.00	1,466,190.00
R316 Security Camera Installation Districtwide 13-16R	130,200.00		0.00	4,280.00	4,280.00	125,920.00
R318 Wood Column Replacement OPHS - Moved to 13-03R 13-18R	137,915.00		0.00	5,510.00	5,510.00	132,405.00
R319 Concrete Walkway Repairs OPHS 13-19R	111,005.00		10,627.50	159,429.72	170,057.22	(59,052.22)
R320 Roof Replacement Building A Gym Foyer OPHS 13-20R	36,000.00		0.00	48,206.76	48,206.76	(12,206.76)
R322 HVAC Replacement 13-22R	8,344.00		0.00	10,232.00	10,232.00	(1,888.00)
R401 Site Modernization ADA/DSA Upgrades OPHS 14-01R	182,000.00		4,109.83	0.00	4,109.83	177,890.17
R414 Interior Paint & Carpet Replacement OPHS 14-14R	25,000.00		4,456.00	0.00	4,456.00	20,544.00
R421 Foul Ball Netting at Varsity Baseball Field OPHS 14-21R	34,680.00		20,425.00	5,525.00	25,950.00	8,730.00
R424 CO2 Sensors Districtwide 14-24R	26,000.00		6,345.41	1,926.05	8,271.45	17,728.55
R905 Parking Lot/BES/OPHS 09-05R	1,550,366.00		0.00	1,258,939.06	1,258,939.06	291,426.94
R908 Tennis Court Repairs/OPHS 09-08R	70,200.00		0.00	46,600.00	46,600.00	23,600.00
R912 Science Lab Roof Repair/OPHS 09-12R	107,250.00		0.00	73,600.00	73,600.00	33,650.00
R913 Site Electrical Upgrades/OPHS 09-13R	14,000.00		0.00	13,630.00	13,630.00	370.00
RDSA DSA Projects Closeout RDSA	68,600.00		0.00	66,485.09	66,485.09	2,114.91

Measure R Summary
All Job/ Site
July 1, 2008 Through December 31, 2013

Row Labels	Budget	Revenues	Encumbrances	Expenditure	Project Cost	Account Balance
015 Oak View High School	\$679,463.00		\$7,944.59	\$642,504.68	\$650,449.27	\$29,013.73
R001 Fire Alarm Replacement/District	45,637.00		0.00	43,553.13	43,553.13	2,083.87
R004 Door Lock Replacement/District	6,500.00		0.00	6,019.28	6,019.28	480.72
R007 HVAC Digital Control System/District	9,750.00		0.00	7,957.06	7,957.06	1,792.94
R016 Parking Lot Repair & Replacement/OVHS	290,581.00		0.00	264,924.93	264,924.93	25,656.07
R100 Miscellaneous	7,300.00		0.00	7,300.00	7,300.00	0.00
R111 Irrigation System Upgrade/District-Wide	20,700.00		0.00	8,852.51	8,852.51	11,847.49
R114 Restroom Replacement and Upgrade/OVHS	247,000.00		0.00	274,506.63	274,506.63	(27,506.63)
R219 HVAC Replacement/Districtwide	29,745.00		0.00	27,307.52	27,307.52	2,437.48
R300 Miscellaneous	750.00		0.00	768.75	768.75	(18.75)
R415 Interior Paint & Carpet Replacement OVHS/DO	10,000.00		5,260.00	0.00	5,260.00	4,740.00
R424 CO2 Sensors Districtwide	11,000.00		2,684.59	814.87	3,499.46	7,500.54
RDSA DSA Projects Closeout	500.00		0.00	500.00	500.00	0.00
000 District Wide	\$3,911,931.00	\$412,324.33	\$279,514.12	\$3,698,257.68	\$3,977,771.80	\$989,665.00
000 District Wide	0.00	247,485.33	0.00	0.00	0.00	(0.00)
BARN Construction Management	4,184,000.00		274,347.17	3,412,757.83	3,687,105.00	496,895.00
COFI Cost of Issuance	0.00		0.00	247,485.33	247,485.33	(247,485.33)
R000 Miscellaneous	169,449.00		0.00	4,610.00	4,610.00	164,839.00
R004 Door Lock Replacement/District	0.00		0.00	0.00	0.00	(0.00)
R007 HVAC Digital Control System/District	0.00		0.00	0.00	0.00	0.00
R219 HVAC Replacement/Districtwide	0.00		0.00	0.00	0.00	0.00
R310 Hydration Stations Districtwide	42,954.00		5,166.95	37,017.42	42,184.37	769.63
R900 Miscellaneous	12,577.00		0.00	9,058.02	9,058.02	3,518.98
R906 Seismic Gas Valve Replacement/BES	9,100.00		0.00	12,603.24	12,603.24	(3,503.24)
R907 Hydration Stations	27,907.00		0.00	8,468.48	8,468.48	19,438.52
R909 Electrical Inspections	4,975.00		0.00	4,975.00	4,975.00	0.00
RSTF Staff Salaries	196,130.00		0.00	127,863.06	127,863.06	68,266.94
RTFR Transfer of Funds	164,839.00	164,839.00	0.00	164,839.00	164,839.00	164,839.00
004 District Office	\$580,243.00		\$16,775.00	\$224,790.64	\$241,565.64	\$338,677.36
R000 Miscellaneous	14,676.00		0.00	14,676.45	14,676.45	(0.45)
R001 Fire Alarm Replacement/District	77,108.00		0.00	87,689.91	87,689.91	(10,581.91)
R007 HVAC Digital Control System/District	5,850.00		0.00	1,973.56	1,973.56	3,876.44
R015 Roof Repair & Replacement/DO	315,575.00		0.00	54,265.86	54,265.86	261,309.14
R100 Miscellaneous	13,806.00		0.00	13,806.43	13,806.43	(0.43)
R200 Miscellaneous	5,088.00		0.00	6,738.26	6,738.26	(1,650.26)
R202 Relocatable Ramp Repairs/BES/OHES/ROES/MCMS/OPHS	0.00		0.00	3,250.00	3,250.00	(3,250.00)
R219 HVAC Replacement/Districtwide	57,740.00		0.00	29,873.11	29,873.11	27,866.89
R300 Miscellaneous	10,000.00		1,000.00	12,517.06	13,517.06	(3,517.06)
R422 HVAC System Upgrade DO	68,400.00		12,000.00	0.00	12,000.00	56,400.00
R424 CO2 Sensors Districtwide	11,000.00		2,440.54	740.79	3,181.33	7,818.67
Grand Total Grand Totals	Totals \$30,777,975.00	\$412,324.33	\$901,424.78	\$20,746,597.11	\$21,652,537.51	\$10,180,943.29

TO: MEMBERS, BOARD OF EDUCATION

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

DATE: March 18, 2014

SUBJECT: Brookside Elementary School, Monthly Board Report

SCHOOL SITE COUNCIL: At the SSC meeting on March 4th the agenda included: a review of the DS Signature Practices, the schedule for stakeholder interviews on March 28, ideas for expanding the school garden program, and our next steps for becoming an Ocean Guardian School. District Personnel and Board Members are invited to BES on March 28 to participate in the Distinguished School Site Validation interviews at 8:00-8:45. Classroom observations start at 8:50 if you would like to visit classrooms with the team.

PROFESSIONAL DEVELOPMENT

- Brookside Kindergarten teachers attended the Annual Kindergarten Conference in Pasadena on Feb. 28-Mar. 1st, 2014.
- BES teachers attended the iPad training and equipment swap out
- “Appy Hour” at BES in Michelle Varju’s room for sharing apps and iPad info

HEALTH WARRIOR WEEK March 3-7:

Students fill out a Health Warrior form to be initialed by parents each day this week if they are Health Warriors. Students are encouraged to give up sugar, soda and sport drinks and eat 5 fruits and vegetables a day in an effort to be healthier. For every day that is initialed a student receives a raffle ticket and a chance to win a prize.

FITNESS WARRIOR WEEK March 10-14:

Students fill out a Fitness Warrior form to track their commitment to being more active. Students are rewarded when they reduce “screen time” and increase physical activity. Brookside PE teachers and parent volunteers will lead extra activities at school. The week culminates with the school Jog-A-Thon on Friday, March 14 and the Great Race of Agoura on March 22.

HIGHLIGHTS:

Mar 3-7 Read Across America Day Activities all week long!

Mar 7 Principal for A Day – Third grader Kyler Kersnick

Mar 8 Disaster Drill at 9:00 am

Mar 10 Healthy Kids Survey during this week

Mar 11-14 Report Card Conferences - Optional

Mar 14 Jog-A-Thon starts at 8:45 am on the field

Mar 18 Kingsmen Shakespeare Workshops & Performance for grades 4 & 5

Mar 25 Riley’s Farm Trip – 5th Grade

Mar 27 Kingsmen Shakespeare Workshops & Performance for grades 1-3

Mar 28 Distinguished School Site Validation Team visits 7:45-3:15 pm

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: March 18, 2014

SUBJECT: Monthly Board Report

School Garden

Our Oak Hills Botanical Society continues to harvest fresh organic produce each week. Our garden has become a true 'farm-to-table' experience for all of our students. Our fabulous Chef Christine and Chef Gee have been serving up red lettuce and butter lettuce salads and students are discovering how tasty lettuce can be. Chef Christine researched a healthy and quite delicious coleslaw recipe that was a big hit, and with cabbages the size of watermelons there was plenty to go around. As the harvest continues, our students are replanting with onions, carrots, Swiss chard (inspired by Brookside's beautiful, award-winning specimens), radishes, turnips, and beets.

California Distinguished Schools Visit

Oak Hills has received word that our application has been accepted and we have been selected for a verification visit that will take place on March 20th. Oak Hills identified two signature practices in the application process: Differentiated Instruction and Technology Integration.

Our practice of differentiated instruction has become much more than adding occasional enrichment activities for high achieving students, identifying low performing students and referring them to an intervention program, while leaving the bulk of instructional program unchanged. We certainly recognize the value of enrichment and intervention programs but these alone are not sufficient. Students who benefit from enrichment activities, or require intervention support have these needs throughout the school day, not just occasionally. However, placing students in static groups prevents them from fully developing their talents and addressing their needs. Our fundamental belief is that each student has unique needs and talents. The practice of differentiated instruction at Oak Hills has required that teachers approach the craft of teaching in a new way. The strategies implemented include the use of formative assessment, flexible grouping, allowing student choice, teaching independence, structuring class to allow 1:1 and small group instruction, and designing inquiry-based and open-ended learning opportunities. Through differentiation, we endeavor to make every learning experience engaging, accessible, and rigorous.

Our second signature practice is infusing technology into our instructional program. Technologically integrated instruction is essential to help students access the curriculum, achieve performance goals, and prepare for their future. Technology helps us emphasize critical thinking skills and create a more open-ended approach to instruction. Our focus on differentiated instruction and the transition to common core have magnified the need to integrate newer technologies within classrooms.

The purpose of the site visit is to validate the information in the application. The Team visiting our school will be made up of experienced educators from across Ventura county. The site validation team will conduct constituency group interviews, classroom observations, and review documents. The team will then be responsible for recommending to the State Superintendent whether or not the school should receive the Distinguished School Award.

Respectfully Submitted;

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

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

DATE: March 18, 2013

SUBJECT: Monthly Board Report

Medea Creek Jazz Band and Chorus Concert

On Thursday, February 10th, the Medea Creek Jazz Band and Chorus came to play for our 4th and 5th grade students. The concert was at lunchtime from 12:45 to 1:30. The band and chorus played and sang a variety of popular tunes. The students loved the music and were enthusiastic having these “big” kids on campus.

First Grade Concert

Our first grade put on a choral music show. Three classes sang patriotic songs to celebrate America. This show occurred on Friday, February 28 in the MPR. Many of the songs were about presidents such as Thomas Jefferson, John F. Kennedy and Abraham Lincoln. A parent volunteer accompanied the singers on the piano.

Night at the (Wax) Museum: A Walk Through American History

Our four third grade classes organized a simulated history museum featuring notable individuals from America’s past. Each costumed wax figure (student) came to life to explain to their audience the importance of their life and the role they played in American history. Because of the number of students involved both our MPR and Library were used as museum rooms. This event occurred on Wednesday, February 19 from 6:00 to 7:00 p.m.

Jog-A-Thon

Our annual Jog-A-Thon occurred on Friday, March 7. This PFA-sponsored event promoted the value of exercise and raised money for our school. Students and teachers ran laps around the grassy playground area of the school and recorded the number of laps run on cards attached to their backs. Water, music and encouragement were provided by a large group of parent volunteers.

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: BRAD BENIOFF, PRINCIPAL, MEDEA CREEK MIDDLE SCHOOL
DATE: MARCH 18, 2014
SUBJECT: MONTHLY SCHOOL REPORT

District of Choice Enrollment March 3 and 5: Faculty Lounge at MCMS with Loretta Brown.

5th Grade Parent Orientation Night March 6^h 6:30-7:30: MCMS Faculty and Staff will highlight key aspects of the 6th grade and begin the important transition process for students and parents.

Second Annual Pi Week at MCMS the Week of March 10th: A celebration through activities in class and beyond of the many wonders of math (Pi), March 14, and Albert Einstein's birthday.

Science Faire Projects March 10th and 11th will on display in the gym before they go to the **Ventura County Science Faire competition on March 19th.**

Scott Backovich Assembly March 12th: Sponsored by ASB, this is a motivational assembly that focuses on students being a catalyst of change in their own lives, in their community and in the world.

History Day March 17th at MCMS: Students "think like a historian" and share their investigations of historical topics with the community, using presentations in various media.

OPHS 9th grade Counselor at MCMS: March 18-19: The transition process of learning about the 9th grade program and choosing classes begins for MCMS 8th graders. Thanks to Janet Svoboda.

Elective Choice Forms: 6th and 7th graders will be getting their Elective Choice Forms this month for the 2014-2015 school year.

Volleyball: Medea v. Lindero March 27th: 3:00 pm MCMS gym.

Congratulations to our terrific and growing music program: Here is news from our superb music teachers, Elana Levine and Zachary Borquez:

We congratulate the following distinguished members of the Annual Ventura County High School and Middle School Honor Bands, who performed on Sunday, March 2nd

- Roman Colao, 10th grade (flute)
- Nathaniel Harris, 9th grade (bassoon)
(former MCMS students)
- Anika Krishnan, 8th grade (flute)
- Ruitao "Ray" Zhang, 8th grade (clarinet)

Anika earned 2nd chair and had a beautiful solo feature. Ray not only earned 1st chair in the Ventura County Middle School Honor Band, he also represented Oak Park last weekend in the top All-State Middle School Honor Band—earning 5th chair, which does indeed qualify him as the 5th best middle school clarinet player in the State of California. ***BRAVO one and all!***

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: March 18, 2014
SUBJECT: Monthly Board Report

COURSE ADVISEMENT – March 13

On March 13, 2014, counselors and administrators visit classrooms to discuss with students course selection procedures for the upcoming school year. The same evening parents and students meet with teachers, counselors and administrators to help plan class selection for the 2014-2015 year. Materials will be distributed to all returning students prior to the meeting so that parents and students can review options for classes next year.

FUTURE FRESHMEN COURSE ADVISEMENT - March 11

All incoming freshmen and parents meet with us at a separate advisement meeting on Tuesday, March 11. This meeting will provide more detail and orientation information for students new to Oak Park High School. Our 9th grade counselor will meet with all grade 8 students at Medea at the beginning of April.

CABARET - March 27 – 29 2014

Directed by Allan Hunt this is a full musical production and will feature great costumes, sets, sound, and lighting. Heidi Cissell is directing the musical numbers with some musical accompaniment by the OPHS Jazz Band. There is a cast of 80+ and the rehearsals are moving along smoothly.

NATIONAL MERIT FINALISTS

All five of our National Merit Semi finalists have been named National Merit Finalists. This is the second consecutive year that all of the semi-finalists have made it to become finalists. To become a Finalist, a Semifinalist must have an outstanding academic record throughout high school, be endorsed and recommended by the high school principal, and earn SAT scores that confirm the student's earlier performance on the qualifying test. The Semifinalist and a high school official must submit a detailed scholarship application, which includes the student's essay and information about the Semifinalist's participation and leadership in school and community activities.

FIRST ANNUAL OPHS CARNIVAL

Sponsored by OPHS ASB, the students held a Spring Carnival on Saturday, March 8th on the Great Lawn that included food trucks, carnival games and live music from OPHS Jazz Combo, A Capella groups, and Morning View rock band.

FUTURE BUSINESS LEADERS OF AMERICA (FBLA)

Forty-eight students participated in the Gold Coast Conference and took tests in 32 subjects placing third overall out of 16 schools. The team garnered five 1st places finishes, eight 2nd, and twenty-one top five finishes. OPHS is sending 28 students to the State completion. Congrats to the team and to the FBLA advisor Mr. Mike Winkler.

BOYS BASKETBALL

OPHS boys' varsity basketball coached by teachers Aaron Shaw and Tim Chevalier had a terrific run in playoffs making it to the CIF finals against St. Francis private school. The finals were held at Azusa Pacific University on March 7th.

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: March 18, 2014

SUBJECT: Monthly Board Report



OAK VIEW HIGH SCHOOL

MODEL SCHOOL

This past month we were notified that we were awarded the model school award that was given to a total of 24 Continuation High Schools in the state. When I ran all of the API scores for all the schools, we were in the top 5 out of the 24 schools. And this was a down year for OVHS! I think we will be able to get higher scores in the future with the Smarter Balanced testing.

We wanted to celebrate this great accomplishment with all of the people who have made this school what it is. We have invited alumni, district office personnel, school board members, and potential students. We will be holding the celebratory BBQ on Friday, March 14th, 11:00 am, at OVHS. Our students in our Community service club are working on organizing and cleaning for the BBQ.

GARDEN

Our garden is doing extremely well. The radishes, onions, mint, curry, and other herbs have really bloomed this past month. We had a small setback with a gopher getting into our garden and eating up an entire planter. We will get him, even if we have to “Caddyshack” him. We had to dig around the perimeter of the garden to put metal mesh below the garden to stop the gophers from getting through. We have recently planted green and red bell peppers, tomatoes, and hot chili peppers. We have added an additional planter that will house all of our hot chili peppers.



OAK PARK INDEPENDENT SCHOOL

OPIS MAY BE MOVING TO DISTRICT OFFICE

There is a possibility that we will be moving the OPIS program to the district office for the 2014-2015 school year. The OPIS staff has been talking about the pros and cons of this all year. With the new buildings going in at the high school, OPIS is fortunate enough to receive the bungalows formerly used at OPHS. These bungalows will be moved near the back area of the DO office, near the work yard. Overall, this will be a great move for OPIS, because it will allow our administrator and counselor to be on the site at all times. Hopefully, we will be able to have five of the bungalows from the high school. This will allow for possible growth in the program and give us two much needed classrooms, in which we will have actual instruction-based classes for our high school program.

The main potentially negative issues that we predict coming from the move are the bathrooms, the parking and that there may be some resistance to the idea of being on the same site as OVHS. There are only two areas that have bathrooms, one at OVHS and two the district office. We are concerned that requiring elementary students to go to the bathroom by walking through the OVHS campus is not reasonable. We are proposing that all students in OPIS use the district office bathrooms until OPIS can have a set of their own. Parking could become an issue, but we have plenty of space along Medea Creek Road, where there are minimal homes. Some teachers feel that we may

lose students because we are too close to OVHS. They do not want OPIS to lose its identity as an independent school by being associated too closely with the continuation school. However, the positive outweigh the negatives.

OPIS TO CHANGE ONE HOUR MEETING TO ONE HOUR PER COLLEGE PREP COURSE

We are looking at the idea of changing the number of hours a student must physically attend our high school program only. This change would not affect the middle or elementary programs. This change would come into effect for the 2015-2016 school year. Currently, OPIS high school students attend one hour per week for ALL courses, total. We are looking to change the program so that a student must attend one hour per week, per College Prep course (A-G courses). This means that a majority of the students would be meeting roughly 5 hours in one given day. We are in the process of collaborating on the best way we can make this work for all students. We are thinking that we would have a “day” for every grade (Monday-9th, Tuesday 10th, Wednesday 11th, Thursday 12th, and Friday Office Hours/Clubs, Labs). Our studio set students will be working with the set teachers and we will be creating a program within our OPIS program so that we can accommodate and retain these students. Students would only need to attend one full day per week. If a high school student were not on the CP course track, they would only need to meet with our teachers one hour per week, as they do currently. Once we have a good idea what we will be doing, we will share it with all parents as well as have meetings at night to address concerns or questions. We are excited for the final product as we think this is going to mean a great future for OPIS, but it will take a ton of work to complete. This is inspiring our teachers and we are looking forward to it.

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent